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GENERAL INFORMATION

**DEPARTMENT OF THE NAVY
SPACE AND NAVAL WARFARE SYSTEMS CENTER ATLANTIC
P.O. BOX 190022, NORTH CHARLESTON, SC 29419-9022**

SECTION A – Solicitation/Contract Form (SEAPORT-e: GENERAL)

IN REPLY REFER TO:

Solicitation: N65236-17-R-3104 (PR # 1300566838)

TASK ORDER REQUEST FOR PROPOSALS FOR

Interior Communications (IC) Technical and Logistics Support
SeaPort-e 8(a) Small Business Set Aside Zone 3

PLEASE READ THIS RFP VERY CAREFULLY AND IN ITS ENTIRETY

Terms: CPFF / Level of Effort

Evaluation Method: Best Value-Trade Off

Non-Cost/Technical Factors:

Factor A - Technical Capability and Factor B - Past Performance

Offerors are required to propose direct labor hours based on the attached Prime Pricing Model.

Travel and Other Direct Costs (ODCs) will be non-fee bearing cost elements, subject to Material Handling and G&A only.

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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7000	R408	PWS Tasking # 1-PWS paragraphs 3.0 through 3.6 OPN. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (OPN)	1.0	LO	(b)(4)		
7001	R408	PWS Tasking # 2- PWS paragraphs 3.0 through 3.6 OMN. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (O&MN,N)	1.0	LO	(b)(4)		
7002	R408	PWS Tasking # 3- PWS paragraphs 3.0 through 3.6 SCN. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (SCN)	1.0	LO	(b)(4)		
700201	R408	ACRN:AA COST CODE: A00004226301 DOC#:N00024717WX09173 NWA/BSA: BS840013.01050105111 (SCN)					
7003	R408	PWS Tasking # 4- PWS paragraphs 3.0 through 3.6. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (Fund Type - TBD)	1.0	LO	(b)(4)		
7004	R408	PWS Tasking # 5- PWS paragraphs 3.0 through 3.6 WCF. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (WCF)	1.0	LO	(b)(4)		

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7005	R408	PWS Tasking # 6- PWS paragraph 3.7. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (Fund Type - TBD)	1.0	LO	(b)(4)		

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7006		Contract Data Requirements List (CDRL) in accordance with attached DD Form 1423. This CLIN is Not Separately Priced.	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7100	R408	PWS Tasking # 1- PWS paragraphs 3.0 through 3.6 OPN. OPTION YEAR 1. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (OPN) Option	1.0	LO	(b)(4)		
7101	R408	PWS Tasking # 2- PWS paragraphs 3.0 through 3.6 OMN. OPTION YEAR 1. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (O&MN,N) Option	1.0	LO	(b)(4)		
7102	R408	PWS Tasking # 3- PWS paragraphs 3.0 through 3.6 SCN. OPTION YEAR 1. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (SCN) Option	1.0	LO	(b)(4)		

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7103	R408	PWS Tasking # 4- PWS paragraphs 3.0 through 3.6. OPTION YEAR 1. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (Fund Type - TBD)	1.0	LO	(b)(4)		
		Option					
7104	R408	PWS Tasking # 5- PWS paragraphs 3.0 through 3.6 NWCF. OPTION YEAR 1. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (WCF)	1.0	LO	(b)(4)		
		Option					
7105	R408	PWS Tasking # 6- PWS Tasking # 6- OPTION YEAR 1 PWS paragraph 3.7. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (Fund Type - TBD)	1.0	LO	(b)(4)		
		Option					

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7106		Contract Data Requirements List (CDRL) in accordance with attached DD Form 1423. This CLIN is Not Separately Priced.	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7200	R408	PWS Tasking # 1- PWS paragraphs 3.0 through 3.6 OPN. OPTION YEAR 2. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (OPN)	1.0	LO	(b)(4)		

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
		Option					
7201	R408	PWS Tasking # 2- PWS paragraphs 3.0 through 3.6 OMN. OPTION YEAR 2. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (O&MN,N)	1.0	LO	(b)(4)		
		Option					
7202	R408	PWS Tasking # 3- PWS paragraphs 3.0 through 3.6 SCN . OPTION YEAR 2. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (SCN)	1.0	LO	(b)(4)		
		Option					
7203	R408	PWS Tasking # 4- PWS paragraphs 3.0 through 3.6. OPTION YEAR 2. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (Fund Type - TBD)	1.0	LO	(b)(4)		
		Option					
7204	R408	PWS Tasking # 5- PWS paragraphs 3.0 through 3.6 NWCF. OPTION YEAR 2. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (WCF)	1.0	LO	(b)(4)		
		Option					
7205	R408	PWS Tasking # 6- PWS paragraph 3.7. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (Fund Type - TBD)	1.0	LO	(b)(4)		
		Option					

For Cost Type / NSP Items

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7206		Contract Data Requirements List (CDRL) in accordance with attached DD Form 1423. This CLIN is Not Separately Priced.	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7300	R408	PWS Tasking # 1- PWS paragraphs 3.0 through 3.6 OPN. OPTION YEAR 3. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (OPN) Option	1.0	LO	(b)(4)		
7301	R408	PWS Tasking # 2- PWS paragraphs 3.0 through 3.6 OMN. OPTION YEAR 3. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (O&MN,N) Option	1.0	LO	(b)(4)		
7302	R408	PWS Tasking # 3- PWS paragraphs 3.0 through 3.6 SCN. OPTION YEAR 3. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (SCN) Option	1.0	LO	(b)(4)		
7303	R408	PWS Tasking # 4- PWS paragraphs 3.0 through 3.6. OPTION YEAR 3. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (Fund Type - TBD) Option	1.0	LO	(b)(4)		
7304	R408	PWS Tasking #5- PWS paragraphs 3.0 through 3.6 NWCF. OPTION YEAR 3. This	1.0	LO	(b)(4)		

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Item PSC Supplies/Services Qty Unit Est. Cost Fixed Fee CPFF

effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (WCF)

Option

7305	R408	PWS Tasking # 6- PWS Tasking # 6- OPTION YEAR 3 PWS paragraph 3.7. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (Fund Type - TBD)	1.0	LO	(b)(4)		
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Option

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
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7306		Contract Data Requirements List (CDRL) in accordance with attached DD Form 1423. This CLIN is Not Separately Priced.	1.0	LO			NSP
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For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
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7400	R408	PWS Tasking # 1- PWS paragraphs 3.0 through 3.6 OPN. OPTION YEAR 4. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (OPN)	1.0	LO	(b)(4)		
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Option

7401	R408	PWS Tasking # 2- PWS paragraphs 3.0 through 3.6 OMN. OPTION YEAR 4. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (O&MN,N)	1.0	LO	(b)(4)		
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Option

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7402	R408	PWS Tasking # 3- PWS paragraphs 3.0 through 3.6 SCN. OPTION YEAR 4. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (SCN) Option	1.0	LO	(b)(4)		
7403	R408	PWS Tasking # 4- PWS paragraphs 3.0 through 3.6. OPTION YEAR 4. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (Fund Type - TBD) Option	1.0	LO	(b)(4)		
7404	R408	PWS Tasking # 5- PWS paragraphs 3.0 through 3.6 NWCF. OPTION YEAR 4. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (WCF) Option	1.0	LO	(b)(4)		
7405	R408	PWS Tasking # 6- PWS paragraph 3.7. This effort is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities. (Fund Type - TBD) Option	1.0	LO	(b)(4)		

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7406		Contract Data Requirements List (CDRL) in accordance with attached DD Form 1423. This CLIN is Not Separately Priced.	1.0	LO			NSP

For ODC Items:

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
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9000	R408	ODC in support CLIN 7000 OPN TASKING # 1 (OPN)	1.0	LO	
9001	R408	ODC in support CLIN 7001 OMN TASKING # 2 (O&MN,N)	1.0	LO	
9002	R408	ODC in support CLIN 7002 SCN TASKING # 3 (SCN)	1.0	LO	
9003	R408	ODC in support CLIN 7003 TASKING # 4 (Fund Type - TBD)	1.0	LO	
9004	R408	ODC in support CLIN 7004 NCWF TASKING # 5 (WCF)	1.0	LO	
9005	R408	ODC in support CLIN 7005 TASKING # 6 (Fund Type - TBD)	1.0	LO	
9100	R408	ODC in support CLIN 7100 OPN TASKING # 1 (OPN)	1.0	LO	
		Option			
9101	R408	ODC in support CLIN 7101 OMN TASKING # 2 (O&MN,N)	1.0	LO	
		Option			
9102	R408	ODC in support CLIN 7102 SCN TASKING # 3 (SCN)	1.0	LO	
		Option			
9103	R408	ODC in support CLIN 7103 TASKING # 4 (Fund Type - TBD)	1.0	LO	
		Option			
9104	R408	ODC in support CLIN 7104 NCWF TASKING # 5 (WCF)	1.0	LO	
		Option			
9105	R408	ODC in support CLIN 7105 TASKING # 6 (Fund Type - TBD)	1.0	LO	
		Option			
9200	R408	ODC in support CLIN 7200 OPN TASKING # 1 (OPN)	1.0	LO	
		Option			
9201	R408	ODC in support CLIN 7201 OMN TASKING # 2 (O&MN,N)	1.0	LO	
		Option			
9202	R408	ODC in support CLIN 7202 SCN TASKING # 3 (SCN)	1.0	LO	
		Option			
9203	R408	ODC in support CLIN 7203 TASKING # 4 (Fund Type - TBD)	1.0	LO	
		Option			
9204	R408	ODC in support CLIN 7204 NWCF TASKING # 5 (WCF)	1.0	LO	
		Option			
9205	R408	ODC in support CLIN 7205 TASKING # 6 (Fund Type - TBD)	1.0	LO	
		Option			
9300	R408	ODC in support CLIN 7300 OPN TASKING # 1 (OPN)	1.0	LO	
		Option			
9301	R408	ODC in support CLIN 7301 OMN TASKING #2 (O&MN,N)	1.0	LO	
		Option			
9302	R408	ODC in support CLIN 7302 SCN TASKING # 3 (SCN)	1.0	LO	

(b)(4)

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
		Option			
9303	R408	ODC in support CLIN 7303 TASKING # 4 (Fund Type - TBD)	1.0	LO	(b)(4)
		Option			
9304	R408	ODC in support CLIN 7304 NWCF TASKING # 5 (WCF)	1.0	LO	
		Option			
9305	R408	ODC in support CLIN 7305 TASKING # 6 (Fund Type - TBD)	1.0	LO	
		Option			
9400	R408	ODC in support CLIN 7400 OPN TASKING # 1 (OPN)	1.0	LO	
		Option			
9401	R408	ODC in support CLIN 7000 OMN TASKING # 2 (O&MN,N)	1.0	LO	
		Option			
9402	R408	ODC in support CLIN 7402 SCN TASKING # 1 (SCN)	1.0	LO	
		Option			
9403	R408	ODC in support CLIN 7403 TASKING # 4 (Fund Type - TBD)	1.0	LO	
		Option			
9404	R408	ODC in support CLIN 7404 NWCF TASKING # 5 (WCF)	1.0	LO	
		Option			
9405	R408	ODC in support CLIN 7405 TASKING # 6 (Fund Type - TBD)	1.0	LO	
		Option			

THIS IS A COST PLUS FIXED FEE, LEVEL OF EFFORT TYPE ORDER.

The number of hours estimated for this LOE tasking is (b)(4) (b)(4), base year, (b)(4) OY1, (b)(4) OY2, (b)(4) OY3, and (b)(4) OY4). In performing the requirements of this order, the contractor may use any combination of hours from the labor categories approved at the basic contract level, so long as the estimated total cost and the funded amount to date for the order is not exceeded and the total number of hours provided does not exceed the estimated number of hours by more than 5%.

****This document provides funding for a severable service contract that crosses fiscal years in compliance with 10 U.S. Code 2410 (a). The Base Year Period of Performance is 12 months. THE PERIOD OF PERFORMANCE FOR THE BASE YEAR CANNOT EXTEND PAST 14 NOVEMBER 2018.****

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

SECTION C – DESCRIPTION/SPECS/WORK STATEMENT

SPECIFICATIONS/STATEMENT OF WORK/PERFORMANCE WORK STATEMENT

Work under this performance-based task order will be performed in accordance with the following description/ specifications/ statement of work (SOW) which herein will be referred to as Performance Work Statement (PWS):

SHORT TITLE: Interior Communications (IC) Technical and Logistics Support

PRIMARY PLACE(S) OF PERFORMANCE

The following site(s) identify contractor employees' originating office location and the location of government provided facilities, if applicable to this TO. Travel locations (i.e., temporary duty sites) are specified in the Travel Section under TO PWS Paragraph 13.0.

- a. Contractor facility
- b. Hampton Roads Naval Installations, VA

1.0 PURPOSE

1.1 BACKGROUND

Space and Naval Warfare Systems Center (SPAWASYSCEN) Atlantic provides technical expertise and knowledge on Shipboard Integrated Voice Communications Network (IVCN), Integrate Voice Communications System (IVCS), AN/STC-3 Integrated Voice Communications System, Ship Service Telephone System (SSTS), Integrated Voice Network (IVN) Integrated Voice Communications Network (IVCN), Integrated Communications and Advanced Network (ICAN) MARCOM, AN/STC-2(V), Announcing Systems, Shipboard Air Traffic Control Communication (SATCC) Systems, Hierarchical Yet Dynamically Programmable Architecture (HYDRA) Communication Systems, Shipwide Interior Wireless Communications System (SIWCS), Anti-Terrorism/Force Protection/Visit Board Search and Seizure (ATFP/VBSS) wireless communications, IC Wireless Systems, IC Video and Pri-Fly console to customers worldwide in support of IC. The purpose of this task order is to accomplish tasks in support of these and other Interior Communication related systems.

1.2 SCOPE

This task order is to provide services in support of Interior Communications (IC), engineering, technical, logistics, program management and administrative as required by NAVSEA Washington DC, NAVAIR and associated activities.

This TO is funded with multiple appropriations as delineated on specified contract line item numbers

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(CLINs). The TO period of performance spans one (1) base year and four (4) option years. The applicable PWS task(s) associated with each funding CLIN is outlined in Section B and Section G of the RFP.

NOTE: Work will not be performed in Afghanistan.

1.2.1 The Fleet Support Services Sub-tasking on this task order supports routine and emergent fleet technical assistance which affect operational readiness. This necessitates resolving fleet/activity issues as soon as possible; thus the contractor's response time for each step of the process is critical (e.g., providing cost estimates, time to arrive on site, and experience/time spent in resolving the task/system issue/equipment issue).

1.2.2 This task order is funded with multiple appropriations as delineated on specified contract line item numbers (CLINs). The task order period of performance spans 60 months. Note: The applicable task order PWS task(s) associated with each funding CLIN is outlined in Section B and Section G of the RFP.

1.2.3 The second item which makes this task order unique is under the Fleet Support Services Sub-tasking there will be many sub-tasks (i.e., Technical Direction Letters (TDL)) under a single sub-task. Each TDL must be estimated, and financially tracked and reported on separately. The TDLs will be issued in accordance with 5252.242-9202 Technical Direction (Cost Type Orders) as cited in Section H.

2.0 APPLICABLE DOCUMENTS (AND DEFINITIONS)

The contractor shall ensure all work accomplished on task utilizes the best commercial practices and current acceptable industry standards. In accordance with Defense Acquisition Policy changes, maximum utilization of non-government standards will be made wherever practical. Where backward compatibility with existing systems is required, selected interoperability standards will be invoked. For purposes of bidding, the following documents are not exclusive; however, all contractors shall be able to meet those cited when applicable to the task order.

2.1 REQUIRED DOCUMENTS

The following instructional documents are mandatory for use. Unless otherwise specified, the document's effective date of issue is the date on the request for proposal.

	Document Number	Title
a.	9090-600	NAVSEA ALTERATIONS TO SHIPS ACCOMPLISHED BY ALTERATION
b.	MIL-STD-1310G	Shipboard Bonding and Grounding (FOR GUIDANCE ONLY)
c.	IA PUB-5239-31	Information Assurance Shipboard Red/Black Installation Publication
d.	NAVSEA S9AA0-AB-GOS-010/GSO	General Specifications for Overhaul of Surface Ships (GSO) with NAVSEA S9AA0-AB-GOS-020/GSO Nuclear
e.	DOD-STD-2003A (NAVY)	Electrical Plant Installation Standard Methods for Surface Ships and Submarines with Change Notices (FOR GUIDANCE ONLY)
f.	MIL-HDBK-299 (SH)	Cable Comparison Handbook (FOR GUIDANCE ONLY)

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g.	9090-310C	NAVSEA TECHNICAL SPECIFICATIONS Shipalt Accomplishment by Alteration Installation Teams
h.	OPNAV 4790.4C	Ships Maintenance and Material Management (3-M) Manual
i.	OPNAVINST 5100.23	Navy Occupational Safety and Health Program Manual (NAVOSH)
j.	DoDM 5200.01	DoD Manual – Information Security Program dtd 24 Feb 12
k.	DoDI 5220.22	DoD Instruction – National Industrial Security Program dtd 18 Mar 11
l.	DoDI 8500.01	DoD Instruction – Cybersecurity dtd 14 Mar 14
m.	DoDI 6205.4	Department of Defense Instruction, Immunization of Other Than U.S. Forces (OTUSF) for Biological Warfare Defense
n.	COMUSFLTFORCOM/ COMPACFLTINST 6320.3A	Commander US Fleet Forces Command/Commander US Pacific Fleet Instruction, Medical Screening For US Govt Civilian Employees, Contractor Personnel, and Guests prior to embarking Fleet Units, of 7 May 13
o.	SECNAV M-5239.2	DON Information Assurance Workforce Management Manual dtd May 2009
p.	SECNAV M-5510.30	Secretary of the Navy Manual – DoN Personnel Security Program dtd Jun 2006
q.	SECNAVINST 5239.3B	DoN Information Assurance Policy, 17 Jun 09

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2.2 GUIDANCE DOCUMENTS

The following documents are to be used as guidance. Unless otherwise specified, the document's effective date of issue is the date on the request for proposal.

	Document Number	Title
a.	MIL-STD-881C	Work Breakdown Structure for Defense Material Items
b.	MIL-STD-1916	DoD Test Method Standard- DoD Preferred Methods for Acceptance of Product
c.	DoDM-1000.13-M-V1	DoD Manual – DoD Identification Cards: ID card Life-Cycle dtd 23 Jan 14

2.3 SOURCE OF DOCUMENTS

The contractor shall obtain all applicable documents. Many documents are available from online sources. Specifications and commercial/industrial documents may be obtained from the following sources:

Copies of Federal Specifications may be obtained from General Services Administration Offices in Washington, DC, Seattle, San Francisco, Denver, Kansas City, MO., Chicago, Atlanta, New York, Boston, Dallas and Los Angeles.

Copies of military specifications may be obtained from the Commanding Officer, Naval Supply Depot, 3801 Tabor Avenue, Philadelphia, PA 19120-5099. Application for copies of other Military Documents should be addressed to Commanding Officer, Naval Publications and Forms Center, 5801 Tabor Ave., Philadelphia, PA 19120-5099.

All other commercial and industrial documents can be obtained through the respective organization's website.

2.4 ACRONYMS

AMPS	Afloat Master Planning System
APL	Allowance Parts List
ATIS	Advanced Technical Information System
C24	Concentration at 24 Hours
CAD	Computer Automated Design
CAP	Contractor Acquired Property
CCP	Comprehensive Conservation Plan
CDMD-OA	Configuration Data Managers Database-Open Architecture
CDRL	Contract Data Requirements List
CLIN	Contract Line Item Number
COMSEC	Communication Security
COR	Contracting Officer Representative
DAWIA	Defense Acquisition Workforce Improvement Act of 1990
DO	Delivery Order
DoD	Department of Defense

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DMSMS	Diminishing Manufacturer Sources & Material Shortage
ECP	Encryption Control Protocol
FAR	Federal Acquisition Regulation
FMS	Foreign Military Sales
GFE	Government Furnished Equipment
GFI	Government Furnished Information
GFM	Government Furnished Material
GFP	Government Furnished Property
HYDRA	Hierarchal Yet Dynamically Programmable Architecture
IA	Information Assurance
IAM	Information Assurance Management
IAT	Information Assurance Technology
IC	Interior Communications
ICDs	Initial Conceptual Designs
IDPs	Installation Design Plans
ILS	Integrated Logistics Support
ILSS	Operational Logistics Support Summary
INFOSEC	Information Security
INSURV	Board of Inspection & Survey
IVCS	Integrated Voice Communications Systems
IVN	Integrated Voice Network
JETDAS	Joint Electronic Type Designation Automation System
OCONUS	Outside the Continental United States
OSR	On Site Representative
MIP	Maintenance Index Pages
MRC	Maintenance Requirement Card
MSA	Middle States Association
MSA	Military Science Academy
MS	Masters in Science
NASC	Northwest Association of Schools and Colleges
NCA	North Central Association
NEASC	New England Association for Schools and Colleges
NWCF	Navy Working Capital Funds
PMS	Planned Maintenance System
PWS	Performance Work Statement
SACS	Southern Association of Colleges and Schools
SATCC	Shipboard Air Traffic Control Communications
SC	Ship Change
SHIPALTs	Ship Alterations
SIDs	Ships Installation Drawings
SIGINT	Signal Intelligence
SIGSEC	Signal Security
SIWCS	Shipwide Interior Wireless Communications Systems
SOET	Shipboard Operational Environmental Testing
SOVT	System Operational Verification Test
SSTS	Ship Service Telephone System
TCP	Transport Control Protocol

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TDL	Technical Direction Letter
TFBR	Technical Feedback Reports
TEMPALTs	Temporary Alterations
TMCR	Technical Manual Contract Requirement
TMIN	Technical Manual Identification Number
TO	Task Order
TSIP	Training System Installation Plan
TSR	Technical On Site Representative
WASC	Western Association of Schools and Colleges

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3.0 PERFORMANCE REQUIREMENTS

The following paragraphs list all required support tasks that will be required throughout the performance of this task order. The contractor shall provide necessary resources and knowledge to support the listed tasks. Specific objectives will be dependent on the basic contract and the task order (TO) written against the basic contract. The contractor shall complete all required tasks while controlling and tracking performance and goals in terms of costs, schedules, and resources. CDRL A001-Contractor CPARS Draft Approval Document (CDAD)

Note: In compliance with SPAWARINST 4720.1A – SPAWAR Modernization and Installation Policy, all contract installation work performed aboard Navy ships and Navy shore sites is under Installation Management Office (IMO) supervision; otherwise, a formal exemption request has been approved. In accordance with the Fleet Readiness Directorate Standard Operating Procedure (FRD SOP), COMSPAWARSYSCOM letter Ser FRD/235 dated 24 Apr 12, the contractor shall ensure proper notification and status updates of installation work performed outside of SPAWARSYSCEN Atlantic respective Areas of Responsibilities (AORs) are provided to the SPAWAR Officer in Charge (OIC) or applicable Geographic Lead.

The contractor shall provide resources with technical expertise for knowledge, skills, and experience in support of the following Interior Communications (IC) systems and projects:

- Shipboard Integrated Voice Communications Network (IVCN)
- Integrated Voice Communications System (IVCS)
- Integrated Voice Network (IVN)
- Announcing Systems (ANN)
- Shipboard Air Traffic Control Communication (SATCC) Systems
- IC Video
- Hierarchical Yet Dynamically Programmable Architecture (HYDRA) Communication Systems
- Shipwide Interior Wireless Communication Systems (SIWCS) AN/SRC-59
- Anti-Terrorism/Force Protection/Visit Board Search and Seizure (ATFP/VBSS) wireless communications
- Interior Communications Fleet Support Services (FSS)

3.1. TECHNICAL SUPPORT

3.1.1 The contractor shall provide technical assistance directly for Casualty Reporting (CASREP) resolution, fault isolation and analysis, testing, and/or repair of various IC systems in TO PWS Paragraph 3.0 and equipment to restore the systems to operational status. The contractor shall be prepared to commence travel for onsite assistance within 24 hours of notification. The contractor shall report findings, analysis results and corrective action taken (CDRL A012 - Technical/Analysis Report-General) associated with technical assistance provided.

3.1.2 The contractor shall provide offsite technical assistance via email or phone cons and reports results to SPAWARSYSCEN.

3.1.3 The contractor shall provide analysis and evaluation (CDRL A012- Technical/Analysis Report-General) of Technical Feedback Reports (TFBRs) for evaluation of IC systems within 10 days receipt from the COR.

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3.1.4 The contractor shall provide technical support in the development of System Operational Verification Test (SOVT) for all IC System listed in TO PWS Paragraph 3.0.

3.1.5 The contractor shall provide support for onsite test and evaluations of IC Systems as required for INSURV inspections, Builder's Trials, Acceptance Trials, and Combat Systems, Command, Control, Communications and Computer Readiness Assessment (C5RA) evaluations. The contractor shall provide a detailed report of systems evaluations (CDRL A012- Technical/Analysis Report-General) as required by inspections.

3.1.6 The contractor shall provide support for onsite support for Factory Acceptance Testing (FAT) with a government approved test procedure to ensure a fully operational system.

3.1.7 The contractor may provide technical assistance in the form of collecting additional data (CDRL A012- Technical/Analysis Report-General) for SSC Atlantic such as design, operation and equipment conditions, training and skill levels of site operators, engineering change status, initial calibration, and recalibration and maintenance problems. The contractor shall report findings, analysis, results and corrective action taken using the government provided format.

3.1.8 The contractor shall provide a variety of technical support involving IC hardware and software. Interface with shipyard personnel, ships' force personnel, design and production personnel, other equipment vendors, and management personnel to monitor systems testing, operation, or maintenance issues. Provide technical recommendations regarding training issues, maintenance issues, installation issues, configuration tracking issues, interface issues with ships' systems and equipment, drawing issues, or technical documentation issues.

3.1.9 The contractor shall provide project management support to assist in the acquisition, tracking and installation of Government Furnished Equipment (GFE). The Contractor shall support program task planning through development of program documentation and materials required by Program Executive Office Ships (NAVSEA) Acquisition Managers for ship construction and modernization efforts. The contractor shall provide technical and administrative support for program efforts for the procurement and distribution of IC systems related material or documentation to support the installation, test, operation, or maintenance of the IC system in a shipboard environment. The contractor shall provide administrative support and coordination for Original Equipment Manufacturer (OEM) task order actions to ensure timely delivery of GFE in support of ship installation schedules. The contractor shall track GFE depot inventory and need dates and coordinate deliveries of hardware for ship/site installation during construction and availabilities.

3.1.10 The contractor shall develop and revise for government review and approval the content of engineering drawings, review Level 3 Drawings, Installation Control Drawings (ICDs), and OEM system drawings for technical content, accuracy, quality, and format, provide recommendations for corrections, deletions, and additions/changes to the drawings, maintain an Engineering Change Notice (ECN) tracking file to correlate ECN changes to appropriate drawing changes, participate in the review meetings and document the results, develop content for system Technical Manuals (TMs), Engineering Change Proposals (ECPs), or Alterations in accordance with specified conventions. (CDRL

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A013-Installation/As-Built Drawings)

3.1.11 The contractor shall update the government's Terminal Control List (TCL) database by each hull and provide support to a variety of data management requirements, to organize, capture, query, and report detailed information about ship voice system configuration and location. The data management efforts are in conjunction with and support other existing support tasks. Data support efforts shall include maintenance of TCLs by each hull (indicating the terminal configuration data, phone numbers, type, location, and associated data peculiar to that ship's system), ECP status and disposition, engineering drawing repository, repository of system test procedures, and similar technical data storage, retrieval, and reporting. The contractor shall generate routine reports reflecting the current status, changes since the last report, and similar reports for each data set.

3.2 LOGISTICS SUPPORT (CDRL A015-Logistics Documentation)

3.2.1 The contractor shall apply engineering and analytical disciplines required to implement life-cycle acquisition logistics.

3.2.2 The contractor shall provide support required for logistic documentation development and maintenance.

3.2.3 The contractor shall provide analysis, Logistic Requirement Funding Planning (LRFP) and associated logistic criterion to support the life cycle of new IC systems equipment.

3.2.4 The contractor shall develop and maintain the Navy Training Plan (NTP), the Planned Maintenance System (PMS), Configuration Management Plan (CMP), Integrated Logistic Support Plan (ILSP), User's Logistic Support Summary (ULSS), Maintenance Plan, System Safety Plan, Technical Manual and Management Support Plan (MSP) and/or equivalent logistics related documentation. For estimation purposes, contractor shall be able to develop at least one of the above referenced documents.

3.2.5 The contractor shall perform functions required for operational logistics support to include providing warehouse space and warehouse management, configuration control and database management, shipping and receiving, material tracking, and inventory maintenance. In accordance with the basic contract, the contractor shall be responsible for tracking contractor acquired property (CAP) (see TO PWS Paragraph 9.2) and warranty information for any CAP serially managed items (CDRL A016-Inventory Tracking Report, A017-Warranty Tracking & Admin for Serialized Items).

3.2.6 The contractor shall provide support within the scope of requirements for ILS during the Life

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Cycle of a vital Navy system. The ILS products shall reflect the system design concepts; maintenance philosophy and requirements; system engineering changes (proposed, approved, and implemented), alterations, and SCDs as well as developing, analyzing, and making corrections to various program logistics, data elements, and management documentation.

The contractor shall perform ILS tasks within the scope of these requirements. Efforts shall include all aspects of ILS efforts typically associated with the procurement, production, delivery, and life cycle support of a system; the installation, test and checkout of the system, and the formal qualification events.

3.2.7 The contractor shall provide ILS planning efforts including ILS support for administrative, facilities, technical, engineering interface, planning and documentation logistics support functions. Review and analyze acquisition requirements and program planning documents, and provide recommendations for proposed program efforts to satisfy logistics issues. Review and analyze design concepts and program plans/decisions and develop supporting ILS documentation and planning input information. The contractor shall use information from the various program plans, decisions, and designs to develop technical information supporting development or maintenance of ILS Plans (ILSPs), Operational Logistics Support Summaries (OLSSs), Quality Assurance Plans (QAPs), Maintenance Plans, Configuration Management Plans (CMPs), and other logistics support documentation.

3.2.8 The contractor shall provide ILS Design Interface efforts including configuration management support, Human System Engineering support, and systems to ships interfaces, integration, analysis, and documentation. Configuration Management efforts include the review and analyses of various design concepts and developing ECPs and alterations; developing, analyzing, and making corrections to logistics documentation; maintaining and tracking change data files for both ships and equipment; and providing configuration tracking information. Configuration Management efforts include providing support force configuration status reporting and recommendations, and system, sub-system, and equipment status tracking.

3.2.9 The contractor shall develop, review, and document the program maintenance concept. Develop, review, or analyze Maintenance Plans and Level of Repair Analysis (LORA), review or develop Reliability Centered Maintenance (RCM) documents and Preventive Maintenance System (PMS) requirements and the associated Maintenance Requirement Cards (MRCs) and Maintenance Index Pages (MIPs).

3.2.10 The contractor shall evaluate system corrective and preventive maintenance requirements and integrate those requirements into program training plans and training documents and into the development, review, or update of program maintenance documentation and technical manuals for government review and approval. The contractor shall review and evaluate Ship's Manpower and Ship's Manning Documents to determine if changes are required based on delivered configuration. The contractor shall provide justification for changes to system and component manning requirements.

3.2.11 The contractor shall develop, provide, review, and analyze content for supply support documentation including Provisioning Technical Documentation (PTD), spare parts (provisioning) documentation and recommendations, and system allowance parts lists.

3.2.12 The contractor shall evaluate system maintenance tasks and provide inputs or justification for special tools, test equipment, or maintenance devices required to support fleet maintenance of the IC

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system for government review and approval.

3.2.13 The contractor shall provide review, analysis, and development support for new program TMs, the development of militarized Commercial-off-the-Shelf (COTS) manuals, and the development of changes to existing TMs. The Contractor shall develop red line changes to IC TMs to reflect system changes and alterations from approved and implemented Program ECPS. The contractor shall distribute proposed TM changes for review, collect and adjudicate review comments with technical community, and develop final change pages. Types of TMs include operator manuals, maintenance manuals, repair standards, or depot manuals.

3.2.14 The contractor shall provide training support for the analysis and development of technical documentation for operator and maintainer training. The contractor shall develop or review the Navy Training Systems Plan (NTSP), course and curriculum materials development, and interim training support.

3.2.15 The contractor shall provide information, design, analysis, technical support and documentation for facilities recommendations needed to support acquisition, testing, maintenance, operation, staging and training for the equipment.

3.2.16 The contractor shall review and provide "mark-up" changes and comments to program documents and engineering drawing packages including Level 3 System Drawings and ICDs and Navy Ship Project Directives. Technical Data requirements entail data and documentation to support design, equipment production, re-procurement, repository, storage, shipping and delivery, installation, operation, maintenance, and overhaul. Documents requiring update include Program Plans, ICDs, and Technical Repair Standards (TRSs).

3.2.17 The contractor shall provide support for participation, witness, and evaluation of system and software program test events including Design Verification Testing (DVT), Environment Qualification Testing (EQT), and Product Acceptance Testing and Evaluation.

3.3 DESIGN ENGINEERING, SYSTEM ENGINEERING & TESTING

3.3.1 The contractor shall perform engineering analyses of interior communication systems, subsystems, components and software programs. The contractor shall prepare and deliver analysis in the form of written reports (CDRL A012-Technical/Analysis Report-General) and PowerPoint presentations and technical demonstrations

3.3.2 The contractor shall perform engineering development and technical

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evaluations required to support new applications, and upgrade the performance of preexisting applications. The contractor shall present results in the form of written reports (CDRL A012-Technical/Analysis Report-General), engineering models, engineering prototypes, Power point presentations and technical demonstrations.

3.3.3 The contractor shall develop, design, and test modifications to the IC systems listed in TO PWS Paragraph 6.0 to improve its functional capability, reliability, and/or survivability. These modifications may include new and/or Interior Communications equipment, accessories and ancillary equipment. The contractor shall present results in the form of written reports (CDRL A012-Technical/Analysis Report-General), engineering models, engineering prototypes, Power point presentations and technical demonstrations

3.3.4 The contractor shall identify, develop and implement production and engineering techniques necessary to support modifications to the IC systems in TO PWS Paragraph 6.0. The contractor shall present results in the form of written reports (CDRL A012), engineering models, engineering prototypes, Power point presentations and technical demonstrations

3.3.5 The contractor shall provide engineering analyses, engineering studies, feasibility studies, and operational studies necessary to support modifications to the IC systems in TO PWS Paragraph 6.0.

3.3.6 The contractor shall provide engineering support and material (i.e., contractor acquired property (CAP)) necessary to implement approved Engineering Change Proposals (ECPs).

3.3.7 The contractor shall prepare new and/or revised drawings, technical documents, and management documents relating to the design, modifications, production, installation, operation, or management of the IC systems.

3.3.8 The contractor shall prepare System Operational Verification Test (SOVT) for the implementation of new or reconfigured IC Systems listed in TO PWS Paragraph 3.0 as required by the COR.

3.3.9 The contractor shall provide onsite support for Environmental and Shock Test and Information Assurance (IA) of IC systems listed in TO PWS Paragraph 3.0. Upon completion of testing, the contractor shall provide operational test to ensure systems are operating at full required functionality and report any failures (CDRL A012-Technical/Analysis Report-General) to COR within 10 working

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days.

3.4 MODULAR EVALUATION AND REPAIR

The contractor shall evaluate failed equipment (not covered by warranties and not located on site) and provide an estimate to repair. If the government agrees that the item should be repaired, and there is an impact to proposed labor hours for repair, a modification will be issue to the TO.

3.5 EQUIPMENT CONFIGURATION AND SETUP

3.5.1 The contractor shall verify wiring operations within equipment rooms are completed to shipboard standards and best practices.

3.5.2 The contractor shall provide supervision of installation tests for grounding verification, power verification, and main cross-connect frame (MCCF) continuity tests.

3.5.3 The contractor shall provide programming of systems and adjunct systems to include loading system software and assigning the features and licenses.

3.5.4 The contractor shall provide mock-ups and test of problems and new configurations of hardware and software, provide hardware development environments for new hardware, provide integration testing, provide test fixtures and support the production, modifications, repair and test of IC systems used onboard ships.

3.5.5 The contractor shall configure and setup equipment; including development of system databases and or translation tables, to meet requirements for the intended applications.

3.5.6 The contractor shall perform on-the-job training and instruction of Government Personnel (military and/or civilian).

3.6 PROJECT MANAGEMENT SUPPORT (CDRL A014-Program Management

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Report)

3.6.1 The contractor shall develop and maintain Management Support Plans (MSP). Prepare management plans which address total project management and support strategy for IC Communications and Converging Technology as described in TO PWS Paragraph 6.0. The preparation for monthly management plans shall include descriptions of project responsibilities, resources, funding requirements and task breakdown utilizing the prescribed Work Breakdown Structure (WBS) format. MSP shall include the following:

3.6.1.1 The contractor shall develop and track funding requirements at the task level utilizing spreadsheet programming for overall tracking at the program level.

3.6.1.2 The contractor management plans will include applicable drawings, charts and tables to reflect a total project overview.

3.6.2 The contractor shall provide power point presentations as requested by the COR for all IC Systems as listed in TO PWS Paragraph 3.0.

3.7 FLEET SUPPORT SERVICES

As directed by the Contracting Officer and coordinated via the FSS Integrated Product Team (IPT), the contractor shall support Fleet Support Evolutions, Interior Communication and FSS support as described in paragraphs 3.7.1.1 – 3.7.1.9.

3.7.1 Types of Support

This section outlines the expected types of support required under this task order for FSS repairs. These are general expectations and requirements support. Additional details will be gathered from the site prior to contractor technical direction estimation. Each tasking may require additional scope changes after initial shipboard review.

3.7.1.1 The contractor shall provide Casualty Reporting (CASREP) Support – Ad hoc/emergent situations where ships or shore commands require outside assistance to perform repairs to maintain operational readiness. Regional maintenance centers request ISEA support in accordance with the

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requirements levied in the Joint Fleet Maintenance Manual, volume VI, chapter 2. Daily Status Reports, Technical Assistance Visit Reports and Trip Reports are required for CASREP support events. All reports shall be submitted within 10 working days of event completion to the ISEA. These are classified as CDRL A012-Technical/ Analysis Report-General.

3.7.1.2 The contractor shall provide Combat Systems, Command, Control, Communications and Computer Readiness Assessment (C5RA) Support - Planned system assessments directed by the fleet commander to determine a ship's readiness and suitability for operations. C5RAs are routinely conducted during the workup-to-deployment phase of the ship and require contractor support to assess and evaluate a system. In addition to specific reporting to event coordinator, support personnel shall submit an after action trip report which shall be delivered with the monthly status reports to the ISEA. This report shall describe the physical state of the on board system, physical work environment, crew readiness, and recommendations for follow up action. Daily Status Reports and Technical Assistance Visit Reports are also required for C5RA support events. All reports shall be submitted within 10 working days of event completion to the ISEA. These are classified as CDRL A012-Technical/ Analysis Report-General.

3.7.1.3 The contractor shall provide Deploying Group Systems Integration Testing (DGSIT) Support - Integrated testing of the shipboard system with other sensors, systems and processes to ensure a system is performing to a stated operational need. Testing is performed from the ISEA on demand during the ship's annual recertification process. In addition to specific reporting to event coordinator, support personnel shall submit an after action trip report which shall be delivered with the monthly status reports to the ISEA. This report shall describe the physical state of the on board system, physical work environment, crew readiness, and recommendations for follow up action. Daily Status Reports (DSR) and Technical Assistance Visit Reports (TAVRs) are also required for DGSIT support events. TAVRs shall be submitted within 5 working days of event completion to the ISEA. These are classified as CDRL A012-Technical/ Analysis Report-General.

3.7.1.4 The contractor shall provide Inspection and Survey (INSURV) Support - Periodic shipboard inspections for material readiness and operational performance of embarked systems. INSURV requires system to validate full system compliance with regulations and processes associated with maintenance and operational performance. INSURV support is provided the by ISEA based on requests from the Board of Inspection and Survey, the port engineer, or the RMC. In addition to specific reporting to event coordinator, support personnel shall submit an after action trip report which shall be delivered with the monthly status reports to the ISEA. At a minimum this report shall have event dates and points of contact. If permitted by the event coordinator, the physical state of the on board system, physical work environment, crew readiness, and recommendations for follow up action shall also be provided in the report to the ISEA. Daily Status Reports and Technical Assistance Visit Reports are also required for INSURV support events. All reports shall be submitted within 10 working days of event completion to the ISEA. These are classified as CDRL A012-Technical/ Analysis Report-General.

3.7.1.5 The contractor shall provide System Grooms - System checkout, assessment and readiness checkout and repair prior to unit deployment. The contractor shall resolve all deficiencies as they are identified so that the system is turned over to ship's company in a 100% ready state. Daily Status Reports and after action trip reports shall be submitted to the ISEA for system and antenna grooms. Trip reports shall be submitted monthly with the monthly status report and shall include a summary of events, the physical state of the on board system, physical work environment, crew readiness, and recommendations for follow up action. Technical Assistance Visit Reports are also required for System Grooms support events. All reports shall be submitted within 10 working days of event completion to the ISEA. These are classified as CDRL A012-Technical/ Analysis Report-General.

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3.7.1.6 The contractor shall provide System Repairs - Defined repair efforts to systems and peripheral components as specified. Daily Status Reports (DSR) and after action trip reports shall be submitted to the ISEA for system and antenna repairs. Trip reports shall be submitted monthly with the monthly status report and shall include a summary of events, the physical state of the on board system, physical work environment, crew readiness, and recommendations for follow up action. Technical Assistance Visit Reports (TAVRs) are also required for System Repairs support events. TAVRs shall be submitted within 5 working days of event completion to the ISEA. These are classified as CDRL A012 Technical Report-Technical/ Analysis Report-General.

3.7.1.7 The contractor shall provide Technical Assist (TA) Visits - ISEA response to a request for shipboard assistance. This includes on site assistance in port, at sea or at deployed locations (ports of call) if the ship is operational and deployed. Daily Status Reports (DSR) and after action trip reports shall be submitted to the ISEA for technical assist visits. Trip reports shall be submitted monthly with the monthly status report and shall include a summary of events, the physical state of the on board system, physical work environment, crew readiness, and recommendations for follow up action. Technical Assistance Visit Reports (TAVRs) are also required for Technical Assist Visit support events. TAVRs shall be submitted within 5 working days of event completion to the ISEA. These are classified as CDRL A012-Technical/ Analysis Report-General.

3.7.1.8 The contractor shall provide Total Ships Readiness Assessment (TSRA) Support - Shipboard assessment to determine the state of readiness for operations. This is typically performed in homeport or in the ship's homeport AOR while underway. In addition to specific reporting to event coordinator, support personnel shall submit an after action trip report which shall be delivered with the monthly status report. This report shall describe the physical state of the on board system, physical work environment, crew readiness, and recommendations for follow up action. Daily Status Reports and Technical Assistance Visit Reports are also required for TSRA support events. All reports shall be submitted within 10 working days of event completion to the ISEA. These are classified as CDRL A012 Technical Report-Technical/ Analysis Report-General.

3.7.1.9 The contractor shall provide System Operational Testing (SOT) Support - Shipboard assessment to determine the state of readiness for operations. This is typically performed in homeport or in the ship's homeport AOR after completion of a system SOVT. In addition to specific reporting to event coordinator, support personnel shall submit an after action trip report which shall be delivered with the monthly status report. This report shall describe the physical state of the on board system, physical work environment, crew readiness, and recommendations for follow up action. Daily Status Reports and Technical Assistance Visit Reports are also required for SOT support events. All reports shall be submitted within 10 working days of event completion to the ISEA. These are classified as CDRL A012 Technical Report-Technical/ Analysis Report-General.

3.7.2 FSS Project Management Support:

The contractor shall provide project, financial, schedule, and task order management to ensure all work conducted within this PWS is planned and executed in a manner that shall achieve cost, schedule, and performance objectives. The contractor shall ensure coordination and integration of all functional areas in execution of the PWS. The contractor shall use the COR as the primary point of contact for all program activities. The contractor shall provide status reports, closeout reports, and support Program Management Reviews (PMR) and data calls as required (also see section 15.3).

TDL Process

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A TDL is the means by which the contractor is informed that a technical team is required. The contractor shall provide the management coordination necessary to field the FTA teams as required. Additionally, the contractor shall provide the necessary management resources to support the TDL process and records management.

3.7.2.1 TDL Cost Estimate:

- a. The FSS IPT will provide the COR with a TDL form that includes all information known about the required technical support.
- b. The COR shall review and forward to the contractor.
- c. The contractor shall provide a cost estimate for this TDL to the COR and FSS IPT.
- d. The COR will validate the contractors estimate, add any Maritime Command and Control Sub-IPT associated costs, and will provide the consolidated cost estimate to the FSS IPT Lead (CDRL A020-TDL Cost Estimate).

3.7.2.2 TDL Authorization: The contractor will be notified by the COR of acceptance of the contractor's cost estimate and provide authorization to initiate work associated with the TDL. NO WORK SHOULD BE PERFORMED, NOR FUNDS SPENT FROM THE TASK ORDER, UNTIL THE SPECIFIC TDL IS GENERATED IN WRITING BY THE FSS IPT, APPROVED BY THE COR AND FORWARDED TO THE CONTRACTOR, AND RECEIVED BY THE CONTRACTOR.

3.7.2.3 TDL Cost Estimate Revision: It is recognized that actual problems encountered by the technical support teams may be different than those initially reported in the TDL. These differences may justify cost increases or decreases in the authorized amount of the TDL. The contractor shall notify the COR and FSS IPT as soon as it appears the authorized amount of the TDL may be exceeded, provide the reasons why the actual amount may exceed the authorized amount, and project the amount required to complete the authorized effort (CDRL A021-TDL Cost Estimate Revision). THE AUTHORIZED AMOUNT OF A TDL SHALL NOT BE EXCEEDED. If agreed to by the government, any increases or decreases to the funded amount of a TDL will be provided by the COR via the TDL process. The contractor submitting a request for an increase to a TDL does NOT obligate the government to increase the authorized amount of a TDL. To ensure a stop work situation is avoided on a TDL in-progress, the contractor and FSS IPT will need to collaborate closely to ensure any follow-on authorizations for increases are obtained in advance of reaching the initial authorized amount for an individual TDL. The TDL Daily Status Report is intended to help to satisfy this need.

3.7.2.4 TDL Daily Status Reports (DSR) shall be submitted to the COR and FSS IPT for all TDLs (CDRL A019-TDL Daily Status Report). Each TDL listed on the DSR shall be identified to the applicable program. In cases where a DSR will be provided to the ISEA in paragraphs 3.7.1.1 – 3.7.1.9, the "TDL" DSR may be combined with the ISEA DSR to form a single DSR. The TDL DSR requirement is only in effect while the TDL is actively being worked and funds are being expended. The required information in the TDL DSR is:

- a. The TDL authorized dollar amount.
- b. The number of hours available (broken down into straight and O/T hours) for the on-site contractor employee to utilize, to ensure the TDL authorized dollar amount is not exceeded.
- c. The number of hours expended to date (broken down into straight and O/T hours) and available

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balances.

d. Estimated number of hours to complete the task (broken down into straight and O/T hours). If the authorized number of hours allotted for the contractor employee while on-site is projected to be exceeded, the projected number of hours required by the contractor employee to complete the TDL shall be provided.

e. The projected date the repair/event will be complete.

f. A brief description of each Maintenance Issue.

g. A brief description of the current status for each Maintenance Issue and the solution (including root cause), if known.

3.7.2.5 TDL Bi-Weekly Report: The contractor shall provide a weekly report providing details of all TDLs, including those TDLs which have not been authorized yet but are being discussed (A022-TDL Bi-Weekly Report). The weekly report is due Wednesday COB every two weeks. The report shall provide actual dollar amounts expended corresponding to the contractors accounting schedule. The level of reporting detail shall be at the TDL level.

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3.7.2.6 Direction:

- a. Once the FSS IPT is tasked with/funded for support of a specific TDL, the contractor shall take direction only from the FSS IPT via the Contracting Officer and the TDL process regarding the administration of the TDL.
- b. The contractor shall interface directly with the FSS IPT(s) for technical direction regarding the TDLs.

3.7.2.7 For cost estimation, expenditure and reporting each TDL is considered to be a separate action. Funds allotted/authorized for a TDL shall not be utilized for a different TDL. All funds utilized for a TDL shall be reported only for that TDL.

4.0 INFORMATION TECHNOLOGY (IT) SERVICES REQUIREMENTS

4.1 INFORMATION TECHNOLOGY (IT) GENERAL REQUIREMENTS

When applicable, the contractor shall be responsible for the following:

- 4.1.1 Ensure that no production systems are operational on any RDT&E network.
- 4.1.2 Follow DoDI 8510.01 of 12 Mar 2014 when deploying, integrating, and implementing IT capabilities.
- 4.1.3 Migrate all Navy Ashore production systems to the NMCI environment where available.
- 4.1.4 Work with government personnel to ensure compliance with all current Navy IT & cybersecurity policies, including those pertaining to Cyber Asset Reduction and Security (CARS).
- 4.1.5 Follow SECNAVINST 5239.3B of 17 June 2009 & DoDI 8510.01 of 12 Mar 2014 prior to integration and implementation of IT solutions or systems.
- 4.1.6 Register any contractor-owned or contractor-maintained IT systems utilized on contract in the Department of Defense IT Portfolio Registry (DITPR)-DON.

4.2 ACQUISITION OF COMMERCIAL SOFTWARE PRODUCTS, HARDWARE, AND RELATED SERVICES

Contractors recommending or purchasing commercial software products, hardware, and related services supporting Navy programs and projects shall ensure they recommend or procure items from approved sources in accordance with the latest DoN and DoD policies.

- 4.2.1 DoN Enterprise Licensing Agreement/DoD Enterprise Software Initiative Program
Pursuant to DoN Memorandum – Mandatory use of DoN Enterprise Licensing Agreement (ELA) dtd 22 Feb 12, contractors that are authorized to use Government supply sources per FAR 51.101 shall verify if the product is attainable through DoN ELAs and if so, procure that item in accordance with appropriate ELA procedures. If an item is not attainable through the DoN ELA program, contractors shall then utilize DoD Enterprise Software Initiative (ESI) program (see DFARS 208.74) and government-wide SmartBuy program (see DoD memo dtd 22 Dec 05). The contractor shall ensure any items purchased outside these programs have the required approved waivers as applicable to the program.

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4.2.2 DoN Application and Database Management System (DADMS)

The contractor shall ensure that no Functional Area Manager (FAM) disapproved applications are integrated, installed or operational on Navy networks. The contractor shall ensure that all databases that use database management systems (DBMS) designed, implemented, and/or hosted on servers and/or mainframes supporting Navy applications and systems be registered in DoN Application and Database Management System (DADMS) and are FAM approved. All integrated, installed, or operational applications hosted on Navy networks must also be registered in DADMS and approved by the FAM. No operational systems or applications will be integrated, installed, or operational on the RDT&E network.

4.3 SECTION 508 COMPLIANCE

The contractor shall ensure that all software recommended, procured, and/or developed is compliant with Section 508 of the Rehabilitation Act of 1973, 26 CFR Part 1194 and pursuant to SPAWARINST 5721.1B of 17 Nov 2009. In accordance with FAR 39.204, this requirement does not apply to contractor acquired software that is incidental to the task, software procured/developed to support a program or system designated as a National Security System (NSS) or if the product is located in spaces frequented only by service personnel for maintenance, repair or occasional monitoring of equipment.

4.4 SOFTWARE DEVELOPMENT/MODERNIZATION AND HOSTING

The contractor shall ensure all programs utilizing this task order for software development/modernization (DEV/MOD), including the development of IT tools to automate SPAWARSYSCEN Atlantic business processes are compliant with DON Information Management/Information Technology (DON IM/IT) Investment Review Process Guidance requirements. Contractors shall neither host nor develop IT tools to automate SPAWARSYSCEN Atlantic business processes unless specifically tasked within the task order. The contractor shall ensure IT tools developed to automate SPAWARSYSCEN Atlantic business processes will be delivered with full documentation and source code (CDRL A025-Software Documentation/Programmer's Guide) to allow non-proprietary operation and maintenance by any source. The contractor shall ensure all programs are submitted with proof of completed DEV/MOD certification approval from the appropriate authority in accordance with DON policy prior to task order award. (DITPR-DON Update) *Note must be listed on Investment Review Board (IRB) approved list.

5.0 TASK ORDER ADMINISTRATION

Task order administration is required for all contracts; it provides the government a means for task order management and monitoring. Regardless of the level of support, the ultimate objective of the contractor is ensuring the government's requirements are met, delivered on schedule, and performed within budget.

5.1 TASK ORDER LIAISON

The contractor shall assign a technical single point of contact, also known as the Program Manager (PM) who shall work closely with the government Contracting Officer and Contracting Officer's Representative (COR), as applicable. The contractor PM, located in the contractor's facility, shall ultimately be responsible for ensuring that the contractor's performance meets all government contracting requirements within cost and schedule. PM shall have the requisite authority for full control over all company resources necessary for task order performance. The PM shall have authority to approve task order proposals or modifications in emergent situations. The PM shall ultimately be responsible for the following: personnel management; management of government material and assets;

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and personnel and facility security. In support of open communication, the contractor shall initiate periodic meetings with the COR.

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5.2 TASK ORDER MONITORING AND MAINTENANCE

5.2.1 Task Order Administration Documentation

Various types of task order administration documents are required throughout the life of the task order. At a minimum, the contractor shall provide the following documentation, unless otherwise specified:

5.2.1.1 Task Order Status Report (TOSR)

Task Order Status Reports (CDRL A002-Task Order Status Report) shall be developed and submitted monthly. The prime shall be responsible for collecting, integrating, and reporting all subcontractor reports. The TOSR include the following variations of reports:

(a) Monthly TOSR – A task order status report shall be developed and submitted monthly at least 30 days after task order award on the 10th of each month for those months the task order is active. The contractor shall report on various task order functions: performance, schedule, financial, business relations, and staffing plan; see applicable DD Form 1423 for additional reporting details and distribution instructions. The TOSR CDRL includes a Staffing Plan, Personnel Listing, and Government Furnished Property (GFP) Template necessary for additional data collection as applicable.

5.2.1.2 Task Order Closeout Report

The contractor shall develop a task order (TO) closeout report (CDRL A003-Task Order Closeout Report) and submit it no later than 15 days before the TO completion date. The Prime shall be responsible for collecting, integrating, and reporting all subcontracting information. See applicable DD Form 1423 for additional reporting details and distribution instructions.

5.2.1.3 Cybersecurity Workforce (CSWF) Report

DoD 8570.01-M and DFARS PGI 239.7102-3 have promulgated that contractor personnel shall have documented current cybersecurity certification status within their task order. The contractor shall develop, maintain, and submit a CSWF Report (CDRL A004-Cyber Security Workforce (CSWF) Report) monthly or as applicable at the task order level (Note: If initiated at the TO level, report not necessary at contract level). In accordance with DFARS clause 252.239-7001, if cybersecurity support is provided, the contractor shall provide a Cybersecurity Workforce (CSWF) list that identifies those individuals who are IA trained and certified. Utilizing the format provided in CSWF CDRL Attachment 1, the prime contractor shall be responsible for collecting, integrating, and reporting all subcontractor personnel. See applicable DD Form 1423 for additional reporting details and distribution instructions. Contractor shall verify with the COR or other government representative the proper labor category cybersecurity designation and certification requirements.

5.2.1.4 Contractor Manpower Reporting

Enterprise-wide Contractor Manpower Reporting Application

In addition to the QSR CDRL reporting requirements noted above and pursuant to NMCARS 5237.102-90, the contractor shall report all contractor labor hours (including subcontractor labor hours) required for performance of services provided under this task order for the DoD via a secure data collection website – Enterprise-wide Contractor Manpower Reporting Application (eCMRA). Contracted services excluded from reporting are based on Product Service Codes (PSCs). The excluded PSCs are:

- (1) W, Lease/Rental of Equipment;
- (2) X, Lease/Rental of Facilities;
- (3) Y, Construction of Structures and Facilities;

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- (4) S, Utilities ONLY;
- (5) V, Freight and Shipping ONLY.

The contractor shall completely fill-in all required data fields using the following web address: <https://doncmra.nmci.navy.mil/>.

Reporting inputs consists of labor hours executed during the TO period of performance within each Government fiscal year (FY) which runs from October 1 through September 30. While inputs may be reported any time during the FY, the contractor shall report all data no later than October 31 of each calendar year. Contractors may direct questions to the help desk at <http://www.ecrma.mil/>.

5.2.1.5 WAWF Invoicing Notification and Support Documentation

Pursuant to DFARS clause 252.232-7003 and 252.232-7006, the contractor shall submit payment requests and receiving reports using DoD Invoicing, Receipt, Acceptance, and Property Transfer (iRAPT) application (part of the Wide Area Work Flow (WAWF) e-Business Suite) which is a secure government web-based system for electronic invoicing, receipt, and acceptance. In accordance with clause 252.232-7006, the contractor shall provide e-mail notification to the COR when payment requests are submitted to the iRAPT/WAWF and the contractor shall include cost back-up documentation (e.g., delivery receipts, time sheets, & material/travel costs, etc.) to the invoice in iRAPT/WAWF. As requested, the contractor shall directly provide a soft copy of the invoice and any supporting invoice documentation (CDRL A006-Invoice Support Documentation) directly to the COR within 24 hours of request to assist in validating the invoiced amount against the products/services provided during the billing cycle.

5.2.1.6 Labor Rate Limitation Notification

The contractor shall monitor labor rates as part of the monthly TO status report (see Exhibit A - CDRL A002. The contractor shall initiate required notification if specified threshold values are met. The ability of a contractor to monitor labor rates effectively will be included in the task order Quality Assurance Surveillance Plan (QASP).

(a) Fully burden labor rates per person (subcontractor included) charged on task order – if the actual invoiced fully burden rate (inclusive of fee) of any individual in any labor category exceeds the threshold amount of \$182.00/hour and the individual's rate was not disclosed in pre-award of this task order, the contractor shall send notice and rationale (CDRL A007-Limitation Notification & Rationale) for the identified labor rate to the COR who will then send appropriate notification to the Contracting Officer. NOTE: Within one labor category, if the total collective estimated and/or actual hours in any given period of performance are less than or equal to 200 labor hours, the labor category is excluded from the required CDRL notification regardless if an individual within that labor category exceeds the threshold.

(b) Average actual labor rates (total actual fully burdened labor costs "divided by" total number of hours performed) compared to average negotiated labor rates (total negotiated fully burdened labor costs "divided by" total number of hours negotiated) – if the average actual burdened labor rates exceeds the average proposed/negotiated rate by more than 20%, the contractor shall send notice and rationale (CDRL A007-Limitation Notification & Rationale) for the rate variance to the COR who will then send appropriate notification to the Contracting Officer. Contractors shall annotate the variance percentage of monthly average actual labor rates versus average negotiated labor rates in the monthly TO status reports.

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5.2.1.7 ODC Limitation Notification

Contractors shall monitor Other Direct Costs (ODCs) as part of the monthly TO status reports. For this monitoring purpose, ODCs include incidental material, travel, and other non-labor costs (excluding subcontracting and consultant labor cost) required in performance of the service. For any given period of performance, if the cumulative total cost of ODCs exceeds the awarded total cost of ODCs (regardless of any modifications to the awarded amount) by 10%, the contractor shall send notice and rationale (CDRL A007-Limitation Notification & Rationale) for exceeding cost to the COR who will then send a memorandum signed by the PM (or equivalent) to the Contracting Officer documenting the reasons justifying the increase of ODC. The ability of a contractor to monitor ODCs will be included in the task order Quality Assurance Surveillance Plan (QASP).

5.2.1.8 Limitation of Subcontracting

In accordance with FAR clause 52.219-14, limitation of subcontracting is applicable for TOs that have been wholly or partially set aside for small business or 8(a) concerns. When providing services, the prime contractor shall perform at least 50% of the total task order labor cost. To ensure compliance with clause 52.219-14, the contractor shall develop and submit a Limitation of Subcontracting Report (LSR) (CDRL A007-Limitation Notification & Rationale) every 3 months. See applicable DD Form 1423 for reporting details and distribution instructions. The labor cost provided should correspond to the cumulative monthly submitted invoices. The government reserves the right to perform spot checks and/or request copies of any supporting documentation. If the prime contractor's total labor cost is under 50% at the TO level, the contractor shall annotate in the LSR the deficiency and include an explanation addressing why the contractor is non-compliant and if the TO is not complete how the prime contractor intends to rectify the deficiency.

5.3 EARNED VALUE MANAGEMENT (EVM)

In accordance with DoD policy, this task order does not require Earned Value Management (EVM) implementation due to the majority of efforts on this task order is non-scheduled based (i.e., level of effort) and does not lend itself to meaningful EVM information. As required, in lieu of EVM, the contractor shall develop and maintain, a Contract Funds Status Report (CDRL A008-Contract Funds Status Report (CFSR) to help track cost expenditures against performance.

5.3.1 Relate resource planning to schedules and technical performance requirements

5.3.2 Integrate technical performance, cost, schedule, and risk management

5.3.3 Provide the integrated management information to plan the timely performance of work, budget resources, account for costs, and measure actual performance against plans and by program Work Breakdown Structure (WBS) and task order WBS elements in accordance with MIL-STD-881. The contractor shall be able to sort, report, and account for tasking and expenditures by the WBS elements assigned in the TO (i.e., CWBS) (CDRL A024-Contract Work Breakdown Structure (CWBS)). The contractor shall ensure the EVMS has the capability to predict, isolate, and identify variances and the factors causing the variances.

5.3.3.1 The contractor shall develop and maintain a task order WBS (CWBS) and CWBS dictionary in accordance with DID DI-MGMT-81334B and the tasking assigned to support the program WBS as specified at the TO level. The contractor shall ensure the government approved CWBS is written to the lowest level needed for adequate management and control of the contractual effort. The contractor shall ensure the CWBS includes all the elements for the products (hardware, software, data, or services) which are the responsibility of the contractor, and the CWBS reflects all work to be accomplished and facilitate

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management, data collection, and reporting. The contractor shall keep the CWBS dictionary current at all times and provide updates to the government as specified. In accordance with DID DI-MGMT-81334A, changes to the CWBS or associated definitions at any reporting level, require Government approval. (CDRL A024-Contract Work Breakdown Structure (CWBS))

5.3.3.2 The contractor shall provide a monthly Integrated Program Management Report (IPMR) (CDRL A014-Program Management Report- General) which combines the Contract Performance Report(CPR) with the Integrated Master Schedule (IMS) into a single report [reference ASD/OUSD AT&L memorandum dtd 12 Jun 12]. Specific requirements are noted in CDRL DD Form 1423 and DID DI-MGMT-81861 where IPMR formats 1, 5, 6, & 7 are required and formats 2, 3, & 4 are optional.

5.3.4 Schedule Risk Assessment is optional.

5.3.5 The contractor shall engage jointly with the Government's program manager in Integrated Baseline Reviews (IBRs) to evaluate the risks inherent in the task order's planned performance measurement baseline. The contractor shall ensure the initial IBR occurs as soon as feasible but not later than six months after task order award, and subsequently, following all major changes to the baseline. The contractor shall verify during each IBR that the contractor uses a reliable performance measurement baseline, which includes the entire task order scope of work, is consistent with task order schedule requirements, and has adequate resources assigned. Each IBR should also record any indications that effective Earned Value Management (EVM) is not being used. The contractor shall conduct IBRs on subcontracts that meet or exceed the EVM threshold. The prime contractor shall lead the subcontractor IBRs, with active participation by the Government.

6.0 QUALITY (CDRL A001-Contractor CPARS Draft Approval Document (CDAD))

6.1 QUALITY SYSTEM

Upon task order award, the prime contractor shall have and maintain a quality assurance process that meets task order requirements and program objectives while ensuring customer satisfaction and defect-free products/process. The contractor shall have a sufficiently documented quality system which contains procedures, planning, and all other documentation and data necessary to provide an efficient and effective quality system based on a contractor's internal auditing system. Thirty (30) days after task order award, the contractor shall provide to the government a copy of its Quality Assurance Plan (QAP) and any other quality related documents as applicable to the TO. The contractor shall make the quality system available to the government for review at both a program and worksite services level during predetermined visits. Existing quality documents that meet the requirements of this task order may continue to be used. If any quality documentation is disapproved or requires revisions, the contractor shall correct the problem(s) and submit revised documentation NLT 2 weeks after initial disapproval notification. The contractor shall also require all subcontractors to possess a quality assurance and control program commensurate with the services and supplies to be provided as determined by the prime's internal audit system. The Government reserves the right to disapprove the contractor's and/or subcontractor's quality system or portions thereof when the quality system(s) fails to meet contractual requirements at either the program or worksite services level. The Government reserves the right to participate in the process improvement elements of the contractor's quality assurance plan and development of quality related documents as needed. At a minimum, the contractor shall ensure their quality system meets the following key criteria:

- Establish documented, capable, and repeatable processes
- Track issues and associated changes needed
- Monitor and control critical product and process variations
- Establish mechanisms for feedback of field product performance

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- Implement and effective root-cause analysis and corrective action system
- Establish methods and procedures for continuous process improvement

6.2 QUALITY MANAGEMENT PROCESS COMPLIANCE

6.2.1 General

The contractor shall have processes in place that coincide with the government's quality management processes. The contractor shall use best industry practices including, when applicable, ISO/IEC 15288 for System life cycle processes and ISO/IEC 12207 for Software life cycle processes. As applicable, the contractor shall also support and/or participate in event-driven milestones and reviews as stated in the Defense Acquisition University's (DAU's) DoD Integrated Defense Acquisition, Technology, and Logistics Life Cycle Management System Chart which is incorporates multiple DoD directives and instructions – specifically DoDD 5000.01 and DoDI 5000.02. The contractor shall provide technical program and project management support that will mitigate the risks to successful program execution including employment of Lean Six Sigma methodologies in compliance with SPAWARSYSCEN Atlantic requirements and with the SSC Engineering Process Office (EPO) Capability Maturity Model Integration (CMMI) program.

As part of a team, the contractor shall support projects at SPAWARSYSCEN Atlantic that are currently, or in the process of, being assessed under the SPAWARSYSCEN EPO CMMI program. The contractor shall be required to utilize the processes and procedures already established for the project and the SPAWARSYSCEN EPO CMMI program and deliver products that are compliant with the aforementioned processes and procedures. Although having a formal CMMI appraisal is desired, it is not required.

6.2.2 Navy Shipboard/Submarine work

The quality of all services provided under this task order will conform to high standards, such as ISO 9001 in the relevant profession, trade or field of endeavor. Upon award, the Prime contractor shall have in place, an existing Government approved quality system by the NAVSEA Quality Programs and Certification Office (04XQ office) for shipboard and submarine work pursuant to NAVSEA Technical Specification 9090-310. Within 30 days of award, the contractor shall submit and obtain government approval of a quality system for shore facilities if not previously approved. The documented quality assurance system will be used to ensure that the end product of each task conforms to task order requirements whether produced by the Contractor or provided by approved subcontractors or vendors. The quality assurance system will provide for control over all phases of the various types of tasks, from initial manning and material ordering to completion of final tasking, before offering to the government for acceptance as specified in this task orders/Performance Work Statement (PWS). The contractor shall ensure all services are rendered accordingly to the documented quality system, and personnel are directly supervised by individuals qualified in the relevant profession or trade.

6.3 QUALITY ASSURANCE

The contractor shall perform all quality assurance process audits necessary in the performance of the various tasks as assigned and identified by the respective Work Breakdown Structure (WBS), Plan of Action and Milestones (POA&M), or quality system, and the contractor shall deliver related quality plan/procedural documents upon request. The Government reserves the right to perform any additional audits deemed necessary to assure that the contractor processes and related services, documents, and material meet the prescribed requirements and to reject any or all processes or related services, documents, and material in a category when noncompliance is established.

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6.4 QUALITY CONTROL

The contractor shall perform all quality control inspections necessary in the performance of the various tasks as assigned and identified by the respective WBS, POA&M, or quality system and the contractor shall submit related quality objective evidence upon request. Quality objective evidence includes any of the following as applicable:

- Detailed incoming receipt inspection records
- First article inspection records
- Certificates of Conformance
- Detailed sampling inspection records based upon MIL-STD-1916 (Verification Level III)
- Quality Measurement and Analysis metrics/data

The Government reserves the right to perform any inspections or pull samples as deemed necessary to assure that the contractor provided services, documents, material, and related evidence meet the prescribed requirements and to reject any or all services, documents, and material in a category when nonconformance is established.

6.5 QUALITY MANAGEMENT DOCUMENTATION

In support of the task order's Quality Assurance Surveillance Plan (QASP) and Contractor Performance Assessment Reporting System (CPARS), the contractor shall provide the following documents: Cost and Schedule Milestone Plan (CDRL A009-Cost and Schedule Milestone Plan) submitted 10 days after Task Order award, and Contractor CPARS Draft Approval Document (CDAD) Report submitted monthly.

7.0 DOCUMENTATION AND DELIVERABLES

7.1 CONTRACT DATA REQUIREMENT LISTINGS (CDRLS)

The following CDRL listing identifies the data item deliverables required under this task order and the applicable section of the PWS for which they are required. Section J includes the DD Form 1423s that itemize each CDRL required under the task order. The contractor shall establish a practical and cost-effective system for developing and tracking the required CDRLs generated under each task. **The contractor shall not develop any CDRL classified TOP SECRET with SCI.**

CDRL #	Description	TO PWS Reference Paragraph	Frequency	Date Due
A001	Contractor CPARS Draft Approval Document (CDAD)	3.0, 6.0	MONTHLY	30 Days after task order (DATO) and monthly on the 10th
A002	Task Order Status Report	5.2.1.1, 11.2.5.1	MONTHLY	30 Days after task order (DATO) and monthly on the 10th

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A003	Task Order Closeout Report	5.2.1.2, 11.5	1TIME	NLT 30 days before completion date
A004	Cyber Security Workforce (CSWF) Report	5.2.1.3	MONTHLY	30 Days after task order (DATO) and monthly on the 10th
A005	RESERVED			
A006	Invoice Support Documentation	5.2.1.5, 17.6	AS REQ	Within 24 hrs. from request
A007	Limitation Notification & Rationale	5.2.1.6, 5.2.1.7, 5.2.1.8	AS REQ	Within 24 hrs. from Occurrence
A008	Contract Funds Status Report (CFSR)	5.3, 17.5	MONTHLY	30 Days after task order (DATO) and monthly on the 10th
A009	Cost and Schedule Milestone Plan	6.5	1TIME with Revisions (ONE/R)	NLT 10 Days after TO (DATO)
A010	OCONUS Deployment Documentation & Package	13.2.2, 13.4	1 TIME AS REQUIRED	NLT 10 Days after TO (DATO)
A011	RESERVED			
A012	Technical/Analysis Report - General	3.1.1, 3.1.3, 3.1.5, 3.1.7, 3.3.1, 3.3.2, 3.3.3, 3.3.4, 3.3.9, 3.7.1.1, 3.7.1.2, 3.7.1.3, 3.7.1.4, 3.7.1.5, 3.7.1.6, 3.7.1.7, 3.7.1.8, 3.7.1.9	AS REQ	Within 24 hrs. from request
A013	Installation/As-Built Drawings	3.1.10	AS REQ	NLT 60 working days from end of installation
A014	Program Management Report - General	3.6, 5.3.3.2	MONTHLY	10 th of Each Month
A015	Logistics Documentation	3.2	AS REQ	In accordance with milestone schedule
A016	Inventory Tracking Report	3.2.5	MONTHLY	10 th of Each Month
A017	Warranty Tracking & Admin. For Serialized Items	3.2.5	AS REQ	At time warranted item is delivered to Government
A018	RESERVED			
A019	TDL Daily Status Report	3.7.2.4	Daily, for active TDLs	COB Daily

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A020	TDL Cost Estimate	3.7.2.1	AS REQ	Within 1 calendar day of request (see note below this table)
A021	TDL Cost Estimate Revision	3.7.2.3	AS REQ	Within 24 hours of identification of needed cost increase
A022	TDL Bi-Weekly Report	3.7.2.5	Bi-Weekly	Wednesday by COB
A023	Additional Financial Reporting for Service Center Task Orders	17.7	AS REQ	10 th of Each Month
A024	Contract Work Breakdown Structure (CWBS)	5.3.3, 5.3.3.1	AS REQ	First submission NLT 60 calendar days after TO award. Subsequent dates as required.
A025	Software Documentation / Programmer's Guide	4.4	AS REQ	As Requested

Note: As used throughout this PWS, "Within 24 hours" refers to the business day; that is, if the government's request is at 3 pm on Friday, 24 hours will expire at 3 pm on Monday. If Monday is a holiday, 24 hours will expire at 3 pm on Tuesday.

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7.2 ELECTRONIC FORMAT

At a minimum, the contractor shall provide deliverables electronically by e-mail; hard copies are only required if requested by the government. To ensure information compatibility, the contractor shall guarantee all deliverables (i.e., CDRs), data, correspondence, and etc., are provided in a format approved by the receiving government representative. The contractor shall provide all data in an editable format compatible with SPAWARSCEN Atlantic corporate standard software configuration as specified below. Contractor shall conform to SPAWARSCEN Atlantic corporate standards within 30 days of task order award unless otherwise specified. *The initial or future upgrades costs of the listed computer programs are not chargeable as a direct cost to the government.*

	Deliverable	Software to be used
a.	Word Processing	Microsoft Word
b.	Technical Publishing	PageMaker/Interleaf/SGML/MSPublisher
c.	Spreadsheet/Graphics	Microsoft Excel
d.	Presentations	Microsoft PowerPoint
e.	2-D Drawings/ Graphics/Schematics (new data products)	Vector (CGM/SVG)
f.	2-D Drawings/ Graphics/Schematics (existing data products)	Raster (CALs Type I, TIFF/BMP, JPEG, PNG)
g.	Scheduling	Microsoft Project
h.	Computer Aid Design (CAD) Drawings	AutoCAD/Visio
i.	Geographic Information System (GIS)	ArcInfo/ArcView

7.3 INFORMATION SYSTEM

7.3.1 Electronic Communication

The contractor shall have broadband Internet connectivity and an industry standard email system for communication with the government. The contractor shall be capable of Public Key Infrastructure client side authentication to DOD private web servers. Unless otherwise specified, all key personnel on this task order shall be accessible by e-mail through individual accounts during all working hours.

7.3.2 Information Security

Pursuant to DoDM 5200.01, the contractor shall provide adequate security for all unclassified DoD information passing through non-DoD information system including all subcontractor information systems utilized on task order. The contractor shall disseminate unclassified DoD information within the scope of assigned duties and with a clear expectation that confidentiality is preserved. Examples of such information include the following: non-public information provided to the contractor, information developed during the course of the task order, and privileged task order information (e.g., program schedules, task order-related tracking).

7.3.2.1 Safeguards

The contractor shall protect government information and shall provide compliance documentation validating they are meeting this requirement in accordance with DFARS Clause 252.204-7012. The contractor and all utilized subcontractors shall abide by the following safeguards:

- (a) Do not process DoD information on public computers (e.g., those available for use by the

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general public in kiosks or hotel business centers) or computers that do not have access control.

- (b) Protect information by at least one physical or electronic barrier (e.g., locked container or room, login and password) when not under direct individual control.
- (c) Sanitize media (e.g., overwrite) before external release or disposal.
- (d) Encrypt all information that has been identified as controlled unclassified information (CUI) when it is stored on mobile computing devices such as laptops and personal digital assistants, or removable storage media such as portable hard drives and digital optical disks, using DoD Authorized Data-at-Rest encryption technology. NOTE: Thumb drives are not authorized for DoD work, storage, or transfer. Use GSA Awarded DAR solutions (GSA # 10359) complying with ASD-NII/DOD-CIO Memorandum, "Encryption of Sensitive Unclassified Data-at-Rest on Mobile Computing Devices and Removable Storage." The contractor shall ensure all solutions meet FIPS 140-2 compliance requirements.
- (e) Limit information transfer to subcontractors or teaming partners with a need to know and a commitment to at least the same level of protection.
- (f) Transmit e-mail, text messages, and similar communications using technology and processes that provide the best level of privacy available, given facilities, conditions, and environment. Examples of recommended technologies or processes include closed networks, virtual private networks, public key-enabled encryption, and Transport Layer Security (TLS). Encrypt organizational wireless connections and use encrypted wireless connection where available when traveling. If encrypted wireless is not available, encrypt application files (e.g., spreadsheet and word processing files), using at least application-provided password protection level encryption.
- (g) Transmit voice and fax transmissions only when there is a reasonable assurance that access is limited to authorized recipients.
- (h) Do not post DoD information to Web site pages that are publicly available or have access limited only by domain or Internet protocol restriction. Such information may be posted to Web site pages that control access by user identification or password, user certificates, or other technical means and provide protection via use of TLS or other equivalent technologies. Access control may be provided by the intranet (vice the Web site itself or the application it hosts).
- (i) Provide protection against computer network intrusions and data exfiltration, minimally including the following:
 - 1. Current and regularly updated malware protection services, e.g., anti-virus, anti-spyware.
 - 2. Monitoring and control of inbound and outbound network traffic as appropriate (e.g., at the external boundary, sub-networks, individual hosts) including blocking unauthorized ingress, egress, and exfiltration through technologies such as firewalls and router policies, intrusion prevention or detection services, and host-based security services.
 - 3. Prompt application of security-relevant software patches, service packs, and hot fixes.
- (j) As applicable, comply with other current Federal and DoD information protection and reporting requirements for specified categories of information (e.g., medical, critical program information (CPI), personally identifiable information, export controlled).
- (k) Report loss or unauthorized disclosure of information in accordance with task order agreement requirements and mechanisms.

7.3.2.2 Compliance

Pursuant to DoDM 5200.01, the contractor shall include in their quality processes procedures that are compliant with information security requirements.

8.0 SECURITY

8.1 ORGANIZATION

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8.1.1 Security Classification

In accordance with DoD Contract Security Classification Specification, DD Form 254, classified work is performed under this task order. The contractor shall have at the time of task order award and prior to commencement of classified work, a SECRET facility security clearance (FCL).

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8.1.2 Security Officer

The contractor shall appoint a Facility Security Officer (FSO) to support those contractor personnel requiring access to government facility/installation and/or access to information technology systems under this task order. The FSO is key management personnel who are the contractor's main POC for security issues. The FSO shall have a U.S. Government security clearance equal to or higher than the FCL required on this task order. The FSO shall be responsible for tracking the security requirements for all personnel (subcontractors included) utilized on this task order. Responsibilities include entering and updating the personnel security related and mandatory training information within the Staffing Plan document, which is an attachment to the task order status report.

8.2 PERSONNEL

The contractor shall conform to the security provisions of DoDI 5220.22/DoD 5220.22-M – National Industrial Security Program Operating Manual (NISPOM), SECNAVINST 5510.30, DoD 8570.01-M, and the Privacy Act of 1974. Prior to any labor hours being charged on the task order, the contractor shall ensure all personnel (including administrative and subcontractor personnel) have obtained and can maintain favorable background investigations at the appropriate level(s) for access required for the task order, and if applicable, are certified/credentialed for the Cybersecurity Workforce (CSWF). A favorable background determination is determined by either a National Agency Check with Inquiries (NACI), National Agency Check with Law and Credit (NACLC), or Single Scope Background Investigation (SSBI) and favorable Federal Bureau of Investigation (FBI) fingerprint checks. Investigations are not necessarily required for personnel performing unclassified work who do not require access to government installations/facilities, government IT systems and IT resources, or SPAWARSYSCEN Atlantic information. *Cost to meet these security requirements is not directly chargeable to task order.*

NOTE: If a final determination is made that an individual does not meet or cannot maintain the minimum fitness standard, the contractor shall permanently remove the individual from SPAWARSYSCEN Atlantic facilities, projects, and/or programs. If an individual who has been submitted for a fitness determination or security clearance is "denied" or receives an "Interim Declination," the contractor shall remove the individual from SPAWARSYSCEN Atlantic facilities, projects, and/or programs until such time as the investigation is fully adjudicated or the individual is resubmitted and is approved. All contractor and subcontractor personnel removed from facilities, projects, and/or programs shall cease charging labor hours directly or indirectly on this task order.

8.2.1 Personnel Clearance

All personnel associated with this task order shall possess a SECRET personnel security clearance (PCL). These programs/tasks include, as a minimum, contractor personnel having the appropriate clearances required for access to classified data as applicable. Prior to starting work on the task, contractor personnel shall have the required clearance granted by the Department of Defense Consolidated Adjudications Facility (DoD CAF) and shall comply with IT access authorization requirements. In addition, contractor personnel shall possess the appropriate IT level of access for the respective task and position assignment as applicable per DoDI 8500.01, DoD Instruction for Cybersecurity. Any future revision to the respective directive and instruction will be applied to the TO level. Contractor personnel shall handle and safeguard any Controlled Unclassified Information (CUI) and/or classified information in accordance with appropriate Department of Defense, Navy, and SPAWARSYSCEN Atlantic security regulations. The contractor shall immediately report any security violation to the SPAWARSYSCEN Atlantic Security Management Office, the COR, and Government Project Manager.

8.2.2 Access Control of Contractor Personnel

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8.2.2.1 Physical Access to Government Facilities and Installations

Contractor personnel shall physically access government facilities and installations for purposes of site visitation, supervisory and quality evaluation, work performed within government spaces (either temporary or permanent), or meeting attendance. Individuals supporting these efforts shall comply with the latest security regulations applicable to the government facility/installation.

(a) The majority of government facilities require contractor personnel to have an approved visit request on file at the facility/installation security office prior to access. The contractor shall initiate and submit a request for visit authorization to the COR in accordance with DoD 5220.22-M (NISPOM) not later than one (1) week prior to visit – timeframes may vary at each facility/ installation. For admission to SPAWARSSYSCEN Atlantic facilities/installations, the contractor shall forward a visit request to Joint Personnel Adjudication System (JPAS) /SMO 652366; faxed to 843-218-4045 or mailed to Space and Naval Warfare Systems Center Atlantic, P.O. Box 190022, North Charleston, SC 29419-9022, Attn: Security Office, for certification of need to know by the specified COR. For visitation to all other govt. locations, the contractor shall forward visit request documentation directly to the on-site facility/installation security office (to be identified at task order level) via approval by the COR.

(b) Depending on the facility/installation regulations, contractor personnel shall present a proper form of identification(s) and vehicle proof of insurance or vehicle rental agreement. NOTE: SPAWARSSYSCEN Atlantic facilities located on Joint Base Charleston require a Common Access Card (CAC) each time physical installation access is required. Contractor shall contact SPAWARSSYSCEN Atlantic Security Office directly for latest policy.

(c) All contractor persons engaged in work while on Government property shall be subject to inspection of their vehicles at any time by the Government, and shall report any known or suspected security violations to the Security Department at that location.

8.2.2.2 Identification and Disclosure Requirements

Pursuant to DFARS 211.106, contractors shall take all means necessary to not represent themselves as government employees. All contractor personnel shall follow the identification and disclosure requirement as specified in local clause 5252.237-9602. In addition, contractor and subcontractors shall identify themselves and their company name on attendance meeting list/minutes, documentation reviews, and their electronic digital signature.

8.2.2.3 Government Badge Requirements

As specified in contract clause 5252.204-9202, some contract personnel shall require a government issued picture badge. While on government installations/facilities, contractors shall abide by each site's security badge requirements. Various government installations are continually updating their security requirements to meet Homeland Security Presidential Directive (HSPD-12) identification standards. Contractors are responsible for obtaining and complying with the latest security identification requirements for their personnel. Contractors shall submit valid paper work (e.g., site visit request, request for picture badge, and/or SF-86 for Common Access Card (CAC)) to the applicable government security office via the contract COR. The contractor's appointed Security Officer, which is required in clause 5252.204-9200, shall track all personnel holding local government badges at TO level.

8.2.2.4 Common Access Card (CAC) Requirements

Some government facilities/installations (e.g., Joint Base Charleston) require contractor personnel to have a Common Access Card (CAC) for physical access to the facilities or installations. Contractors supporting work that requires access to any DoD IT/network also requires a CAC. Granting of logical and physical access privileges remains a local policy and business operation function of the local

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facility. The contractor is responsible for obtaining the latest facility/installation and IT CAC requirements from the applicable local Security Office. When a CAC is required to perform work, contractor personnel shall be able to meet all of the following security requirements prior to work being performed:

(a) Pursuant to DoD Manual (DoDM-1000.13-M-V1), issuance of a CAC is based on the following four criteria:

1. eligibility for a CAC – to be eligible for a CAC, contractor personnel's access requirement shall meet one of the following three criteria: (a) individual requires access to multiple DoD facilities or access to multiple non-DoD Federal facilities on behalf of the government on a recurring bases for a period of 6 months or more, (b) individual requires both access to a DoD facility and access to DoD network on site or remotely, or (c) individual requires remote access to DoD networks that use only the CAC logon for user identification.
2. verification of DoD affiliation from an authoritative data source – CAC eligible personnel must be registered in the Defense Enrollment Eligibility Reporting Systems (DEERS) through either an authoritative personnel data feed from the appropriate Service or Agency or Trusted Associated Sponsorship System (TASS) (formerly Contractor Verification System (CVS)).
3. completion of background vetting requirements according to FIPS PUB 201-2 and DoD Regulation 5200.2-R – at a minimum, the completion of Federal Bureau of Investigation (FBI) fingerprint check with favorable results and submission of a National Agency Check with Inquiries (NACI) investigation to the Office of Personnel Management (OPM), or a DoD-determined equivalent investigation. NOTE: Contractor personnel requiring logical access shall obtain and maintain a favorable National Agency Check with Law and Credit (NACLC) investigation. Contractor personnel shall contact the SPAWARSYSCEN Atlantic Security Office to obtain the latest CAC requirements and procedures.
4. verification of a claimed identity – all contractor personnel shall present two forms of identification in its original form to verify a claimed identity. The identity source documents must come from the list of acceptable documents included in Form I-9, OMB No. 115-0136, Employment Eligibility Verification. Consistent with applicable law, at least one document from the Form I-9 list must be a valid (unexpired) State or Federal Government-issued picture identification (ID). The identity documents will be inspected for authenticity, scanned, and stored in the DEERS.

(b) When a contractor requires logical access to a government IT system or resource (directly or indirectly), the required CAC will have a Public Key Infrastructure (PKI). A hardware solution and software (e.g., ActiveGold) is required to securely read the card via a personal computer. Pursuant to DoDM 1000.13-M-V1, CAC PKI certificates will be associated with an official government issued e-mail address (e.g. .mil, .gov, .edu). Prior to receipt of a CAC with PKI, contractor personnel shall complete the mandatory Cybersecurity Awareness training and submit a signed System Authorization Access Request Navy (SAAR-N) form to the task order's specified COR. Note: In order for personnel to maintain a CAC with PKI, each contractor employee shall complete annual cybersecurity training. The following guidance for training and form submittal is provided; however, contractors shall seek latest guidance from their appointed company Security Officer and the SPAWARSYSCEN Atlantic Information Assurance Management (IAM) office:

1. For annual DoD Cybersecurity/IA Awareness training, contractors shall use this site: <https://twms.nmci.navy.mil/>. For those contractors requiring initial training and do not have a CAC, contact the SPAWARSYSCEN Atlantic IAM office at phone number (843)218-6152 or e-mail questions to ssc_lant_iam_office.fcm@navy.mil for additional instructions. Training can be taken at the IAM office or online at <http://iase.disa.mil/index2.html>.
2. For SAAR-N form, the contractor shall use OPNAV 5239/14 (Rev 9/2011). Contractors can obtain a

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form from the SPAWARSYSCEN Atlantic IAM office at or from the website:

<https://navalforms.documentservices.dla.mil/>. Digitally signed forms will be routed to the IAM office via encrypted e-mail to ssclant it secmtg@navy.mil.

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8.2.2.5 Contractor Check-in and Check-out Procedures

All SPAWARSYSCEN Atlantic contractor personnel requiring or possessing a government badge and/or CAC for facility and/or IT access shall have a SPAWARSYSCEN Atlantic government sponsor and be in compliance with the most current version of Contractor Check-in and Check-out Instruction and Forms as posted on the Command Operating Guide (COG) website. At task order award throughout completion, the contractor shall provide necessary employee information and documentation for employees hired, transferred, and/or terminated in support of this task order within the required timeframe as cited in the Check-in and Check-out instructions. Contractor's Security Officer shall ensure all contractor employees whose services are no longer required on contract return all applicable government documents/badges to the appropriate government representative. NOTE: If the contractor does not have access to the SPAWAR COG website, the contractor shall get all necessary instruction and forms from the COR.

8.2.2.6 Accessing Navy Enterprise Resources Planning (ERP) System

Prior to accessing any Navy ERP System, contractor personnel shall contact the COR or Contracting Officer to obtain the applicable Navy, Marine Corps Internet (NMCI) Assistant Customer Technical Representative (ACTR) who can assign each personnel with an NMCI account. ACTRs can be found on the NMCI Homeport website at: https://nmcicustomerreporting/CTR_Lookup/index.asp. After an NMCI account has been established, the contractor shall submit a request for Navy ERP access and specify the role required via the COR to the Competency Role Mapping POC. The COR will validate the need for access, ensure all prerequisites are completed, and with the assistance of the Role Mapping POC, identify the Computer Based Training requirements needed to perform the role assigned. Items to have been completed prior to requesting a role for Navy ERP include: System Authorization Access Request Navy (SAAR-N), Annual Cybersecurity training certificate, and Questionnaire for Public Trust Positions. For directions on completing the Questionnaire for Public Trust Positions, the contractor is instructed to consult with its company's Security Officer. In order to maintain access to required systems, the contractor shall ensure completion of annual Cybersecurity training, monitor expiration of requisite background investigations, and initiate re-investigations as applicable.

8.2.3 Security Training

Regardless of the task order security level required, the contractor shall be responsible for verifying applicable personnel (including subcontractors) receive all required training. At a minimum, the contractor's designated Security Officer shall track the following information: security clearance information; dates possessing Common Access Cards; issued & expired dates for SPAWARSYSCEN Atlantic Badge; Cybersecurity training; Privacy Act training; Personally Identifiable Information (PII) training; Cybersecurity Workforce (CSWF) certifications; etc. The contractor shall educate employees on the procedures for the handling and production of classified material and documents, and other security measures as described in the PWS in accordance with DoD 5220.22-M.

8.2.4 Disclosure of Information

In support of DFARS Clause 252.204-7000, contractor employees shall not discuss or disclose any information provided to them in the performance of their duties to parties other than authorized Government and contractor personnel who have a "need to know". The contractor shall not use any information or documentation developed by the contractor under direction of the government for other purposes without the consent of the government Contracting Officer.

8.3 OPERATIONS SECURITY (OPSEC) REQUIREMENTS

Security programs are oriented towards protection of classified information and material. Operations

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Security (OPSEC) is an operations function which involves the protection of any critical information – focusing on unclassified information that may be susceptible to adversary exploitation. Pursuant to DoDD 5205.02E and SPAWARINST 3432.1, SPAWARSYSCEN Atlantic’s OPSEC program implements requirements in DoD 5205.02-M – OPSEC Program Manual. Note: OPSEC requirements are applicable when contract personnel have access to either classified information or unclassified Critical Program Information (CPI)/sensitive information.

8.3.1 Local and Internal OPSEC Requirement

Contractor personnel, including subcontractors if applicable, shall adhere to the OPSEC program policies and practices as cited in the SPAWARINST 3432.1 and existing local site OPSEC procedures. The contractor shall develop their own internal OPSEC program specific to the task order and based on SPAWARSYSCEN Atlantic OPSEC requirements. At a minimum, the contractor’s program shall identify the current SPAWARSYSCEN Atlantic site OPSEC Officer/Coordinator.

8.3.2 OPSEC Training

Contractor shall track and ensure applicable personnel receive initial and annual OPSEC awareness training. Training may be provided by the government or a contractor’s OPSEC Manager. Contractor training shall, as a minimum, cover OPSEC as it relates to contract work, discuss the Critical Information applicable in the task order, and review OPSEC requirements if working at a government facility. The contractor shall ensure any training materials developed by the contractor shall be reviewed by the SPAWARSYSCEN Atlantic OPSEC Officer, who will ensure it is consistent with SPAWARSYSCEN Atlantic OPSEC policies. OPSEC training requirements are applicable for personnel during their entire term supporting SPAWAR contracts.

8.3.3 SPAWARSYSCEN Atlantic OPSEC Program

Contractor shall participate in SPAWARSYSCEN Atlantic OPSEC program briefings and working meetings and the contractor shall complete any required OPSEC survey or data call within the timeframe specified.

8.3.4 Classified Contracts

OPSEC requirements identified under a classified contract shall have specific OPSEC requirements listed on the DD Form 254.

8.4 DATA HANDLING AND USER CONTROLS

8.4.1 Data Handling

At a minimum, the contractor shall handle all data received or generated under this task order as For Official Use Only (FOUO) material. The contractor shall handle all classified information received or generated Pursuant to the attached DD Form 254 and be in compliance with all applicable PWS references and other applicable Government policies and procedures that include DOD/Navy/SPAWAR.

8.4.2 Effective Use of Controls

The contractor shall screen all electronic deliverables or electronically provided information for malicious code using DoD approved anti-virus software prior to delivery to the Government. The contractor shall utilize appropriate controls (firewalls, password protection, encryption, digital certificates, etc.) at all times to protect contract related information processed, stored or transmitted on the contractor’s and Government’s computers/servers to ensure confidentiality, integrity, availability, authentication and non-repudiation. The contractor shall ensure provisions are in place that will safeguard all aspects of information operations pertaining to this task order in compliance with all applicable PWS references. In compliance with Paragraph 7.3.2.1, the contractor shall ensure

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Data-at-Rest is required on all portable electronic devices including storage of all types. Encryption/digital signing of communications is required for authentication and non-repudiation.

9.0 GOVERNMENT FACILITIES

No government facilities (i.e., office space, computer hardware/software, or lab space) will be provided on this task order or any subsequent task orders, if applicable.

10.0 CONTRACTOR FACILITIES

The contractor shall not present a hardship to complete work required on this task order. The contractor shall have real-time communication available at the time of award. Work conducted at contractor facilities near Norfolk, VA.

11.0 CONTRACT PROPERTY ADMINISTRATION

No government property will be provided or acquired on this task order

11.1 PROPERTY TYPES

Task order property is either intangible (i.e., intellectual property and software in accordance with FAR Part 27) or tangible (i.e., government property in accordance with FAR Part 45). The contractor shall have established property management procedures and an appropriate property management point of contact who shall work with the assigned Government Property Administrator (PA) to ensure their property management system is acceptable. This task order will have the following property in support of the tasking requirements in PWS Paragraph 3.0.

11.1.1 Intangible Property – Intellectual/Software

11.1.1.1 Government Furnished Information (GFI)

Intellectual property includes Government Furnished Information (GFI) which includes manuals, drawings, and test data that is provided to contractor for performance of a task order. Depending on information contained in a document, the contractor shall comply with additional controls for access and distribution (e.g., technical specifications, maps, buildings designs, schedules, etc.).

GFI will be utilized on this task order. Unless otherwise specified, the contractor shall limit all GFI distribution and inventory reports to a need-to-know basis and ensure all GFI is returned at completion of the task order. GFI and its estimated delivery date is identified below.

Item #	Description	GFI Estimated Delivery Date
1	System Drawings as required	14 days after TO award

11.1.2 Tangible Property – Government Property (GP)

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No government property will be utilized on this task order.

11.1.2.1. Government-furnished Property (GFP)

As defined in FAR Part 45, Government-furnished property (GFP) is property in the possession of, or directly acquired by, the Government and subsequently furnished to the contractor for performance of a contract. GFP includes spares and property furnished for repairs, maintenance, overhaul, or modification.

No GFP is to be utilized on this task order.

11.1.2.2 Contractor-acquired Property (CAP)

As defined in FAR Part 45, contractor-acquired property (CAP) is property acquired, fabricated, or otherwise provided by the contractor for performing a contract and to which the Government has title but has not yet performed receipt and acceptance. CAP consists of Contractor Acquired Equipment (CAE) which includes Property, Plant and Equipment (PP&E), Contractor Acquired Material (CAM) which includes Operating Material and Supplies (OM&S), Special Tooling (ST), and Special Test Equipment (STE).

11.2 GOVERNMENT PROPERTY TRACKING AND MANAGEMENT

11.2.1 Contractor Property Management System

Pursuant to FAR clause 52.245-1 and DFARS clause 252.245-7003, the contractor shall establish and maintain an acceptable property management system that is subject to review and approval by the KO and task order government Property Administrator. The contractor's property management system shall adhere to the applicable prescribed requirements in FAR clause 52.245-1 and include the required data elements in DFARS clause 252.211-7007. The contractor shall ensure GFP in the possession of a subcontractor shall also be reported using the required data elements cited in DFARS clause 252.211-7007.

11.2.2 Government Property Administrator

In accordance with FAR 42.201, the task order property administrator under this task order is designated as Defense Contract Management Agency (DCMA). The contractor shall work with the designated task order property administrator to ensure compliance with the contract's property requirements.

11.2.3 Property Transfer between Government and Contracts/Task Orders

Contractors shall not take receipt or transfer custody of any government property without possessing proper contractual authority; i.e.; item specifically is identified as GFP in the task order. Per DoDI 4161.02, the government will utilize electronic transaction when transferring GFP to the contractor (specified by task order number) and upon return of the property to the government. The contractor shall use Invoicing, Receipt, Acceptance, and Property Transfer (iRAPT) (an application within WAWF) to receipt property transfer; when iRAPT is not available, the contractor may use with COR concurrence the Defense Logistics Management System (DLMS) standard logistics transaction set 527R to provide materiel receipt acknowledgement. The contractor shall cite the applicable task order number for each item to properly track property shipments.

Note: In accordance with local management specifications, the contractor shall ensure transfer of property occurs with proper paperwork; e.g., Requisition and Invoice/Shipping Document (DD1149) or COMSEC Material Report (SF153).

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11.2.4 GFP Tagging and Item Unique Identification (IUID) Registry

Pursuant to DFARS clause 252.245-7001, contractor shall tag, label, or mark all serially managed GFP items not previously tag, labeled, or marked. Pursuant to DFARS clause 252.211-7007 (dated Aug 2012), the contractor shall ensure applicable Government Furnished Property (GFP) is identified in the DoD Item Unique Identification (IUID) Registry and its integral GFP Repository; see DoDI 4151.19 for instructions concerning serialized items.

11.2.5 Government Property Records

Pursuant to FAR clause 52.245-1, contractors and any subcontractors if applicable shall be responsible for establishing and maintaining records of Government Property in their possession – this includes GFP and CAP. The contractor shall ensure GFP and CAP records contain, at a minimum, the data elements as described in FAR clause 52.245-1 and that GFP records also contain the data elements specified in DFARS clause 252.211-7007.

11.2.5.1 For NMCI assets that are assigned to a contractor and removed from a government facility, the contractor employee shall possess at all times a Property Pass (OF-7) with each NMCI asset that will be authorized and signed by the COR or other authorized government personnel. Although NMCI assets are not currently tracked as GFP, the contractor shall separately track and report all NMCI assets assigned to all contractor employees for use on this TO. For reporting purposes, the contractor shall include a copy of the NMCI asset list (separate from the GFP inventory list) in the TO status report (CDRL A002-Task Order Status Report).

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11.3 GOVERNMENT PROPERTY TRANSFERRING ACCOUNTABILITY

Government property cannot be transferred between contracts or task orders unless approval is obtained from the Contracting Officer, proper identification/tracking is maintained, and modifications are issued to both affected task orders. Contractor shall ensure they have all necessary documentation required for authorized transfer of property from one task order to another. The contractor shall ensure transfer documentation specify the type, quantity and acquisition cost of each item being transferred. For CAP that is transferred to another task order, a modification must be performed on the existing task order, and the CAP items will then be considered GFP when retained by a contractor for continued use.

11.4 GOVERNMENT PROPERTY LOST OR DAMAGED ITEMS

Contractor shall promptly report to the COR and KO all lost and/or damaged government property. The requirements and procedures for reporting loss Government Property are specified in DFARS clause 252.245-7002.

11.5 GOVERNMENT PROPERTY INVENTORY DISPOSITION

When disposition instructions for GFP are contained in the accountable task order or on the supporting shipping documents (DD Form 1149), the contractor shall initiate and submit an excess inventory listing to the Procuring Contracting Officer (PCO), via the activity Property Administrator.

Pursuant to DFARS clause 252.245-7004, when disposition instructions are not stipulated in the task order or supporting shipping document (DD Form 1149), an excess inventory listing is required that identifies GFP and, under cost reimbursement contracts, CAP. The contractor shall submit the list to the COR and PCO, via the activity Property Administrator, at which time disposition instructions will be provided by the government.

When GFP and CAP are specific to a single task order, the contractor shall include a final inventory reporting list in the TO Closeout Report (CDRL A3-Task Order Closeout Reports). At the time of the contractor's regular annual inventory, the contractor shall provide the PCO, via the assigned Property Administrator, a copy of the physical inventory listing. All contractor personnel shall be responsible for following the company's internal inventory management procedures and correcting any problems noted by the government property administrator.

11.6 GOVERNMENT PROPERTY PERFORMANCE EVALUATION

Non-compliance with the contract's Government Property terms and conditions will negatively affect the contractor's annual Contractor Performance Assessment Reporting System (CPARS) rating.

12.0 SAFETY ISSUES

12.1 OCCUPATIONAL SAFETY AND HEALTH REQUIREMENTS

The contractor shall be responsible for ensuring the safety of all company employees, other working personnel, and Government property. The contractor is solely responsible for compliance with the Occupational Safety and Health Act (OSHA) (Public Law 91-596) and the resulting applicable standards, OSHA Standard 29 CFR 1910 (general), 1915 (shipboard/submarine) and 1926 (shore), and for the protection, safety and health of their employees and any subcontractors assigned to the respective task orders under this task order. Without government assistance, the contractor shall make certain that all safety requirements are met, safety equipment is provided, and safety procedures are documented as part

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of their quality management system.

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12.1.1 Performance at government facilities

The contractor shall immediately report any accidents involving government or contractor personnel injuries or property/equipment damage to the contracting officer and COR. Additionally, the contractor is responsible for securing the scene and impounding evidence/wreckage until released by the contracting officer.

12.2 SAFETY EQUIPMENT

The contractor shall provide their personnel with any safety equipment required to perform work under this task order and the equipment must be in satisfactory working order. Personal safety equipment includes hard-hats, safety shoes, safety gloves, goggles, hearing protection, non-flammable clothing for hot work personnel, gas/oxygen detectors for confined spaces, face shields, and other types of safety equipment required to assure a safe work environment and compliance with applicable federal, state and local safety regulations.

12.3 SAFETY TRAINING

The contractor shall be responsible to train all personnel that require safety training. Specifically, where contractors are performing work at Navy shore installations, that requires entering manholes or underground services utility the contractor shall provide a qualified person as applicable in 29 CFR 1910 or 29 CFR 1926 or as recommended by the National Institute for Occupational Safety and Health (NIOSH) Criteria Document for Confined Spaces. Also, when contractors are required to scale a tower, all applicable personnel shall have Secondary Fall Protection and Prevention training.

13.0 TRAVEL

13.1 LOCATIONS

The contractor shall ensure all travel is performed pursuant to clause 5252.231-9200. Travel estimates are in accordance with the latest Joint Travel Regulations (JTR) for DoD Civilian Personnel. This list is applicable for the base year and all option years."

BASE1 (OPN)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, Va	San Diego, Ca
1	2	5/4	Norfolk, Va	Mayport, FL
1	2	5/4	Norfolk, Va	Pearl Harbor, HI
1	2	5/4	Norfolk, Va	Bremerton, WA
1	2	5/4	Norfolk, Va	Yokosuka, Japan
1	2	5/4	Norfolk, Va	Pascagoula, MS
2	2	5/4	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC
1	2	10/9	Norfolk, Va	Gaeta, Italy

OPT1-1 (OPN)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, Va	San Diego, Ca
1	2	5/4	Norfolk, Va	Mayport, FL
1	2	5/4	Norfolk, Va	Pearl Harbor, HI

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1	2	5/4	Norfolk, Va	Bremerton, WA
1	2	5/4	Norfolk, Va	Yokosuka, Japan
1	2	5/4	Norfolk, Va	Pascagoula, MS
2	2	5/4	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC
1	2	10/9	Norfolk, Va	Gaeta, Italy

OPT2-1 (OPN)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, Va	San Diego, Ca
1	2	5/4	Norfolk, Va	Mayport, FL
1	2	5/4	Norfolk, Va	Pearl Harbor, HI
1	2	5/4	Norfolk, Va	Bremerton, WA
1	2	5/4	Norfolk, Va	Yokosuka, Japan
1	2	5/4	Norfolk, Va	Pascagoula, MS
2	2	5/4	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC
1	2	10/9	Norfolk, Va	Gaeta, Italy

OPT3-1 (OPN)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, Va	San Diego, Ca
1	2	5/4	Norfolk, Va	Mayport, FL
1	2	5/4	Norfolk, Va	Pearl Harbor, HI
1	2	5/4	Norfolk, Va	Bremerton, WA
1	2	5/4	Norfolk, Va	Yokosuka, Japan
1	2	5/4	Norfolk, Va	Pascagoula, MS
2	2	5/4	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC
1	2	10/9	Norfolk, Va	Gaeta, Italy

OPT4-1 (OPN)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, Va	San Diego, Ca
1	2	5/4	Norfolk, Va	Mayport, FL
1	2	5/4	Norfolk, Va	Pearl Harbor, HI
1	2	5/4	Norfolk, Va	Bremerton, WA
1	2	5/4	Norfolk, Va	Yokosuka, Japan
1	2	5/4	Norfolk, Va	Pascagoula, MS
2	2	5/4	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC
1	2	10/9	Norfolk, Va	Gaeta, Italy

BASE 2 (OMN)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, Va	San Diego, Ca
1	2	5/4	Norfolk, Va	Mayport, FL

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1	2	5/4	Norfolk, Va	Pearl Harbor, HI
1	2	5/4	Norfolk, Va	Bremerton, WA
1	2	5/4	Norfolk, Va	Yokosuka, Japan
1	2	5/4	Norfolk, Va	Pascagoula, MS
2	2	5/4	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC
1	2	10/9	Norfolk, Va	Gaeta, Italy

OPT1-2 (OMN)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, Va	San Diego, Ca
1	2	5/4	Norfolk, Va	Mayport, FL
1	2	5/4	Norfolk, Va	Pearl Harbor, HI
1	2	5/4	Norfolk, Va	Bremerton, WA
1	2	5/4	Norfolk, Va	Yokosuka, Japan
1	2	5/4	Norfolk, Va	Pascagoula, MS
2	2	5/4	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC
1	2	10/9	Norfolk, Va	Gaeta, Italy

OPT2-2 (OMN)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, Va	San Diego, Ca
1	2	5/4	Norfolk, Va	Mayport, FL
1	2	5/4	Norfolk, Va	Pearl Harbor, HI
1	2	5/4	Norfolk, Va	Bremerton, WA
1	2	5/4	Norfolk, Va	Yokosuka, Japan
1	2	5/4	Norfolk, Va	Pascagoula, MS
2	2	5/4	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC
1	2	10/9	Norfolk, Va	Gaeta, Italy

OPT3-2 (OMN)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, Va	San Diego, Ca
1	2	5/4	Norfolk, Va	Mayport, FL
1	2	5/4	Norfolk, Va	Pearl Harbor, HI
1	2	5/4	Norfolk, Va	Bremerton, WA
1	2	5/4	Norfolk, Va	Yokosuka, Japan
1	2	5/4	Norfolk, Va	Pascagoula, MS
2	2	5/4	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC
1	2	10/9	Norfolk, Va	Gaeta, Italy

OPT4-2 (OMN)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, Va	San Diego, Ca

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1	2	5/4	Norfolk, Va	Mayport, FL
1	2	5/4	Norfolk, Va	Pearl Harbor, HI
1	2	5/4	Norfolk, Va	Bremerton, WA
1	2	5/4	Norfolk, Va	Yokosuka, Japan
1	2	5/4	Norfolk, Va	Pascagoula, MS
2	2	5/4	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC
1	2	10/9	Norfolk, Va	Gaeta, Italy

BASE3 (SCN)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, Va	San Diego, Ca
1	2	5/4	Norfolk, Va	Mayport, FL
1	2	5/4	Norfolk, Va	Pearl Harbor, HI
1	2	5/4	Norfolk, Va	Bremerton, WA
1	2	5/4	Norfolk, Va	Yokosuka, Japan
1	2	5/4	Norfolk, Va	Pascagoula, MS
2	2	5/4	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC
1	2	10/9	Norfolk, Va	Gaeta, Italy

OPT1-3 (SCN)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, Va	San Diego, Ca
1	2	5/4	Norfolk, Va	Mayport, FL
1	2	5/4	Norfolk, Va	Pearl Harbor, HI
1	2	5/4	Norfolk, Va	Bremerton, WA
1	2	5/4	Norfolk, Va	Yokosuka, Japan
1	2	5/4	Norfolk, Va	Pascagoula, MS
2	2	5/4	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC
1	2	10/9	Norfolk, Va	Gaeta, Italy

OPT2-3 (SCN)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, Va	San Diego, Ca
1	2	5/4	Norfolk, Va	Mayport, FL
1	2	5/4	Norfolk, Va	Pearl Harbor, HI
1	2	5/4	Norfolk, Va	Bremerton, WA
1	2	5/4	Norfolk, Va	Yokosuka, Japan
1	2	5/4	Norfolk, Va	Pascagoula, MS
2	2	5/4	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC
1	2	10/9	Norfolk, Va	Gaeta, Italy

OPT3-3 (SCN)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
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1	2	5/4	Norfolk, Va	San Diego, Ca
1	2	5/4	Norfolk, Va	Mayport, FL
1	2	5/4	Norfolk, Va	Pearl Harbor, HI
1	2	5/4	Norfolk, Va	Bremerton, WA
1	2	5/4	Norfolk, Va	Yokosuka, Japan
1	2	5/4	Norfolk, Va	Pascagoula, MS
2	2	5/4	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC
1	2	10/9	Norfolk, Va	Gaeta, Italy

OPT4-3 (SCN)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, Va	San Diego, Ca
1	2	5/4	Norfolk, Va	Mayport, FL
1	2	5/4	Norfolk, Va	Pearl Harbor, HI
1	2	5/4	Norfolk, Va	Bremerton, WA
1	2	5/4	Norfolk, Va	Yokosuka, Japan
1	2	5/4	Norfolk, Va	Pascagoula, MS
2	2	5/4	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC
1	2	10/9	Norfolk, Va	Gaeta, Italy

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BASE4 (FMS)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
5	3	5/4	Norfolk, Va	San Diego, Ca
5	2	3/2	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC

OPT1-4 (FMS)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
5	3	5/4	Norfolk, Va	San Diego, Ca
5	2	3/2	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC

OPT2-4 (FMS)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
5	3	5/4	Norfolk, Va	San Diego, Ca
5	2	3/2	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC

OPT3-4 (FMS)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
5	3	5/4	Norfolk, Va	San Diego, Ca
5	2	3/2	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC

OPT4-4 (FMS)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
5	3	5/4	Norfolk, Va	San Diego, Ca
5	2	3/2	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC

BASE5 (NWCF)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
5	3	5/4	Norfolk, Va	San Diego, Ca
5	2	3/2	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC

OPT1-5 (NWCF)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
5	3	5/4	Norfolk, Va	San Diego, Ca
5	2	3/2	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC

OPT2-5 (NWCF)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
5	3	5/4	Norfolk, Va	San Diego, Ca
5	2	3/2	Norfolk, Va	Washington, DC

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2	2	5/4	Norfolk, Va	Charleston, SC
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OPT3-5 (NWCF)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
5	3	5/4	Norfolk, Va	San Diego, Ca
5	2	3/2	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC

OPT4-5 (NWCF)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
5	3	5/4	Norfolk, Va	San Diego, Ca
5	2	3/2	Norfolk, Va	Washington, DC
2	2	5/4	Norfolk, Va	Charleston, SC

BASE 6 (SVC)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
4	2	5/4	Norfolk, VA	San Diego, CA
4	2	3/2	Norfolk, VA	Mayport, FL
4	2	11/10	Norfolk, VA	Manama, Bahrain

OPT1-6 (SVC)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
4	2	5/4	Norfolk, VA	San Diego, CA
4	2	3/2	Norfolk, VA	Mayport, FL
4	2	11/10	Norfolk, VA	Manama, Bahrain

OPT2-6 (SVC)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
4	2	5/4	Norfolk, VA	San Diego, CA
4	2	3/2	Norfolk, VA	Mayport, FL
4	2	11/10	Norfolk, VA	Manama, Bahrain

OPT3-6 (SVC)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
4	2	5/4	Norfolk, VA	San Diego, CA
4	2	3/2	Norfolk, VA	Mayport, FL
4	2	11/10	Norfolk, VA	Manama, Bahrain

OPT4-6 (SVC)

# Trips	# People	# Days/Nights	From (Location)	To (Location)
4	2	5/4	Norfolk, VA	San Diego, CA
4	2	3/2	Norfolk, VA	Mayport, FL
4	2	11/10	Norfolk, VA	Manama, Bahrain

13.2 PERSONNEL MEDICAL REQUIREMENTS

13.2.1 Medical Screening for Fleet Support

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Pursuant to COMUSFLTFORCOM/COMPACFLTINST 6320.3A of 7 May 13, all contractor personnel (including subcontractors) embarking as members of the crew or as guest onboard a U.S. Naval vessels shall have current medical and dental screening and timely paperwork submitted as specified in the instructions. Those personnel with a significant chronic disease or condition that requires frequent medical monitoring and/or treatment shall not be allowed to embark aboard any U.S. Naval vessel.

13.2.2 OCONUS Immunization Requirements

As specified in each task order, the contractor shall be required to travel to locations outside the Continental limits of the United States (OCONUS) (CDRL A010-OCONUS Deployment Documentation & Package) both shore and afloat. Contractor employees who deploy to locations that require immunizations shall do so pursuant to DoDI 6205.4, Department of the Navy (DON), and SPAWARSYSCENLANTINST 12910.1A.

13.3 LETTER OF AUTHORIZATION

Some travel will require a Letter of Authorization (LOA). As noted in DFARS PGI 225.7402-3(e), a LOA is necessary to enable a contractor employee to process through a deployment processing center; to travel to, from, and within a theater of operations; and to identify any additional authorizations and privileges. Applicable to the task order, the contractor shall initiate a LOA for each prospective traveler. The contractor shall use the Synchronized Pre-deployment & Operational Tracker (SPOT) web-based system, at <http://www.dod.mil/bta/products/spot.html>, to enter and maintain data with respect to traveling/deployed personnel, and to generate LOAs. When necessary and if in the Government's interest, the contractor may also initiate a LOA request to provide an official traveler access to Government facilities and to take advantage of travel discount rates in accordance with Government contracts and/or agreements. All privileges, services, and travel rate discount access are subject to availability and vendor acceptance. LOAs are required to be signed/approved by the SPOT registered Contracting Officer for the applicable task order.

13.4 SPECIFIED MISSION DESTINATIONS

As specified in each task order, the contractor shall be required to travel to locations designated as Specified Mission Destinations which are listed in the latest SPAWARSYSCEN Atlantic OCONUS Travel Guide portal (latest link to be provided at task order award). Pursuant to DoDI 3020.41 and SPAWARSYSCENLANTINST 12910.1A, work to be performed at Specified Mission Destinations is subject to all relevant contract clauses, as well as the requirements set forth in the aforementioned guide. The contractor shall be able to meet all clause and guide requirements 35 days prior to travel within the applicable specified destinations. When deployment to a Specified Mission Destination is required, the contractor shall be responsible for processing applicable deployment packages for its personnel in accordance with the SPAWARSYSCEN Atlantic OCONUS Travel Guide portal. (CDRL A010-OCONUS Deployment Documentation & Package) Note: The portal is NOT the authoritative source, as it is only a guide. The contractor shall be responsible to know and understand travel requirements as identified by the Combatant Command (COCOM) and applicable country. Commencing no later than seven (7) days after task order award requiring travel to specified mission destination(s), the contractor shall submit all required OCONUS Deployment Documentation and Package to the task order technical POC and/or Command Travel/Deployment Coordinator.

14.0 COR DESIGNATION

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The Contracting Officer Representative (COR) for this task order Ben Robinson Code 55360 who can be reached at phone (757) 541-6870; e-mail: **Benjamin.D.Robinson2@navy.mil**.

15.0 TRANSPORTATION OF EQUIPMENT/MATERIAL

No transportation of equipment/material is required by the contractor on this TO.

16.0 ACCEPTANCE PLAN

Inspection and acceptance is performed by the COR on all services, data, and non-data deliverables in accordance with the Quality Assurance Surveillance Plan (QASP), Attachment 1.

17.0 OTHER CONDITIONS/REQUIREMENTS

17.1 FUNDING ALLOCATION

This TO is funded with multiple appropriations with various Accounting Classification Reference Numbers (ACRNs) which may or may not cross multiple task order performance years. Depending on the services performed and the applicable timeframe, the contractor shall invoice cost in accordance with Section B, Section C, and Section G of the TO award. Unless otherwise advised, all summary of work and financial information provided shall be broken down by each TO funding CLIN. The ability of the contractor to perform adequate billing and accounting will be reflected in the contractor's annual government Contractor Performance Assessment Report (CPAR) rating.

17.2 ACCESS TO CONTRACTOR PERSONNEL

The contractor program manager shall be available by cell phone when in the Continental United States (CONUS) for urgent responses.

17.3 QUALITY COMPLIANCE FOR NAVY SHIPBOARD WORK

In accordance with the basic contract, contractor shall have in place, an existing Government approved quality system by the NAVSEA 04XQ office (Quality Programs and Certification Office) for shipboard and submarine work in accordance with NAVSEA Technical Specification 9090-310. Within 30 days of the task order award the contractor should have submitted proper documentation validating an approved quality system for shore facilities. If not yet submitted, the contractor shall submit at time of task order request for proposal (RFP); otherwise, the contract will be not be considered for TO award.

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17.4 MEDICAL SCREENING FOR FLEET SUPPORT

In accordance with COMUSFLTFORCOM/COMPACFLTINST 6320.3A of 7 May 13, all contractor personnel (including subcontractors) embarking as members of the crew or as guest onboard a U.S. Naval vessels shall have current medical and dental screening and timely paperwork submitted as specified in the instructions. Those personnel with a significant chronic disease or condition that requires frequent medical monitoring and/or treatment shall not be allowed to embark aboard any U.S. Naval vessel.

17.5 This task order is funded via the SSC Atlantic CAEI Service Center. As such, it is critical to the government that the cost reporting of actuals spent be even more timely and accurate when first reported to the government by the contractor. (CDRL A008-Contract Funds Status Report CFSR)

17.6 The Service Center will take various financial actions after the contractor's monthly status report and invoice are received. As such, the contractor shall ensure the invoice amount(s) reported for a specific month agrees with the monthly status report financial data for that month. The contractor shall submit the invoice(s) for the previous month NLT the date shown in paragraph 7.1.1 of the next month (CDRL A006, Invoice Support Documentation).

The contractor shall provide supporting information (CDRL A006, Invoice Support Documentation) with each invoice that provides a cost breakdown by TDL number (Microsoft Excel format). All costs on the invoice shall be associated to a TDL listed in the supporting documentation. The following items shall be listed for each TDL number: The invoiced cost for that invoice, the cumulative invoiced cost, the authorized ceiling amount of the TDL, and whether the TDL is "open" or "complete". The list shall be a running list of all TDLs since the beginning of the task order.

17.7 Additional Financial Reporting each third and fourth quarter of the government's fiscal year (during each year of the task order period of performance): The goal of this additional reporting is provide the SSC Atlantic Service Center with needed data for the Service Center's fiscal year close out. Actual costs are preferred, but if not possible due to the contractor's accounting system, "non-accounting-level amount spent and amount to be spent projections" are acceptable. However, the contractor shall strive to make all projections as accurate as possible. The contractor shall meet with the government to conduct coordination meetings dealing with end of fiscal year spending projections.

- One planning / coordination meeting shall occur at the end of the third fiscal quarter (30 June time frame) to project fourth quarter spending by task order categories (e.g., travel, material, labor, etc.)

- Up to three meetings may be held in the September timeframe. For each of these meetings the contractor should prepare an interim Monthly Status Report (financial portions only) which states the amount spent to date and the projected spending through 30 Sep.

(CDRL A023-Additional Financial Reporting for Service Center Task Orders)

5252.237-9600 PERSONNEL QUALIFICATIONS (MINIMUM) (JAN 1992)

(a) Personnel assigned to or utilized by the contractor in the performance of this task order shall, as a minimum, meet the experience, educational, or other background requirements set forth below and shall be fully capable of performing in an efficient, reliable, and professional manner. If the offeror does not identify the labor categories listed below by the same specific title, then a cross-reference list should be provided in the offeror's proposal identifying the difference.

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(b) The Government will review resumes of contractor personnel proposed to be assigned, and if personnel not currently in the employ of contractor, a written agreement from potential employee to work will be part of the technical proposal.

(c) If the Contracting Officer questions the qualifications or competence of any persons performing under the task order, the burden of proof to sustain that the persons is qualified as prescribed herein shall be upon the contractor.

(d) The contractor must have personnel, organization, and administrative control necessary to ensure that the services performed meet all requirements specified in the task order. The work history of each contractor employee shall contain experience directly related to the tasks and functions to be assigned. The Contracting Officer reserves the right to determine if a given work history contains necessary and sufficiently detailed, related experience to reasonably ensure the ability for effective and efficient performance.

1. Project Manager

Education: BS degree in "Engineering Field or "Technical Degrees in Electronic, Electrical or Information Systems"

And

Experience: Ten (10) years of direct work experience with Command, Control, Communications, Computers, Intelligence, Surveillance and Reconnaissance (C4ISR) "Communications Engineering". Eight (8) years of direct work experience, to include: Design, Development, Production, Installation, and Test & Evaluation of "Interior Communications systems (i.e IVN, HYDRA, Video, Announcing, SIWCS and MARCOM". Four (4) years as manager of "United States Navy Interior Communications (IC)", to include: Supervising Project Personnel, Scheduling Work, Writing Proposals and Preparing Bids, and Equipment and Material Logistics Control. Knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.

Or

Experience: Fifteen (15) years of direct work experience with C4ISR "Communications Engineering". Twelve (12) years of direct work experience, to include: Design, Development, Production, Installation, and Test & Evaluation of "Interior Communications systems (i.e IVN, HYDRA, Video, Announcing, SIWCS and MARCOM". Four (4) years as manager of "United States Navy Interior Communications (IC)", to include: Supervising Project Personnel, Scheduling Work, Writing Proposals and Preparing Bids, and Equipment and Material Logistics Control. Knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.

2. Engineer/Scientist 4

Education: BS degree in "Electrical/Electronic or Computer Engineering/Science Field"

Software Engineer only. Working towards the following certifications within one and a half year of assuming duties: Certified Software Development Professional (CSDP) (Previously known as Certified Software Engineering Professional (CSEP), or with COR approval complete a vendor/platform specific certification (e.g., Microsoft Certified Solutions Developer (MCSD), Microsoft Certified Applications Developer (MCAD), Microsoft Certified Database Administrator (MCDBA), Sun Certified Professional (SCP), Red Hat Certification Program (RHCP), CISCO Certified Network Professional (CCNP), Oracle Certified Professional (OCP).

And

Experience: Ten (10) years of experience in "United States Navy Interior Communications IC systems", to include: Technology Analysis and Assessment, Design Definition, Development of Systems Specification, Systems Analysis, Systems Architecture, Systems/Equipment Integration, Test & Evaluation Criteria, and Logistics support of C4ISR requirements. Five (5) years of technical experience

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in support of "shipboard communications to include IVN, MARCOM, HYDRA, SIWCS, Announcing and Video."

Or

Experience: Fifteen (15) years of experience in "United States Navy Interior Communications IC systems", to include: Technology Analysis and Assessment, Design Definition, Development of Systems Specification, Systems Analysis, Systems Architecture, Systems/Equipment Integration, Test & Evaluation Criteria, and Logistics support of C4ISR requirements. Eight (8) years of technical experience in support of "shipboard communications to include IVN, MARCOM, HYDRA, SIWCS, Announcing and Video."

3. Logistician 2

Education: Bachelor's degree plus individual is working towards Professional certification –i.e., Defense Acquisition Workforce Improvement Act (DAWIA) in Lifecycle [Acquisition] Logistics - Level 1 OR have equivalent logistics training (resume to specify all equivalent training) OR possess an additional one (1) year working in direct support of defense life-cycle logistics.

Experience: Three (3) years experience in defense life-cycle (acquisition) logistics support of electronic systems, to include: logistics principles, practices, and processes. Of the required 3 years, individual shall have one (1) year support of C4ISR systems. Demonstrated skills, to include: Analyzing Engineering/Systems Management Data, and Developing Logistics Plans and Procedures.

4. Logistician 1

Education: Bachelor's degree.

Experience: One (1) year experience in defense life-cycle (acquisition) logistics support of electronic systems, to include: logistics principles, practices, and processes.

5. Technical Writer/Editor 2

Education: BA degree in English, Journalism, or Technical Writing.

And

Experience: Five (5) years of experience in the "United States Navy IC Communications Engineering", to include: writing technical documentation, procedures and guidelines for C4ISR systems or equipment.

Or

Experience: Ten (10) years of experience in the "United States Navy IC Communications Engineering", to include: writing technical documentation, procedures and guidelines for C4ISR systems or equipment.

6. Subject Matter Expert (SME) 5

Education: Technical Training in "Electrical/Electronic and/or Information Systems"

Experience: Eighteen (18) years of hands-on experience with "shipboard (IC) communications to include IVN, MARCOM, HYDRA, SIWCS, Announcing and Video systems.", to include three (3) of the following four (4) areas: Systems Requirements, Operational Requirements, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in "United States Navy shipboard design, assessment and evaluations communications systems."

7. Subject Matter Expert (SME) 4

Education: Technical Training in "Electrical/Electronic and/or Information Systems"

Experience: Fifteen (15) years of hands-on experience with "shipboard (IC) communications to include IVN, MARCOM, HYDRA, SIWCS, Announcing and Video systems." to include three (3) of the following four (4) areas: Systems Requirements, Operational Requirements, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in "United States Navy shipboard design, assessment and evaluations communications systems."

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8. Subject Matter Expert (SME) 3

Education: Technical Training in Electrical/Electronic and/or Information Systems"

Experience: Twelve (12) years of hands-on experience with "shipboard (IC) communications to include IVN, MARCOM, HYDRA, SIWCS, Announcing and Video systems" to include three (3) of the following four (4) areas: Systems Requirements, Operational Requirements, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in "United States Navy shipboard design, assessment and evaluations communications systems."

9. Engineering Technician IV (SCA 30084)

Education: Associate's Degree in Engineering, Physical Science, or Engineering Technology".

Experience: Twelve (12) years of direct Work experience in Interior Communications (IC) systems providing program and technical support for one of the IC project areas IVN, Video, Announcing, SWICS, MARCOM, SATCC and/or HYDRA. Six (6) years of experience, to include: installation of such equipment. Two (2) years of experience, to include: design, preparation and modification of engineering documents, and drawings. Six (6) years of experience in task specific project, of which 3 must have been performed within the last 5 years. Note: Experience may be concurrent.

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SECTION D PACKAGING AND MARKING

See Section G - Task Order Manager

Packaging and Marking shall be in accordance with Section D of the SeaPort-e Multiple Award IDIQ contract.

All Deliverables shall be packaged and marked IAW Best Commercial Practice.

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SECTION E INSPECTION AND ACCEPTANCE

E-303 INSPECTION AND ACCEPTANCE- - DESTINATION (JAN 2002)

Inspection and acceptance of the services to be furnished hereunder shall be made at destination by the Task Order Manager or his duly authorized representative.

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
CLIN			

7000	Destination	Government	Destination	Government
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7001	Destination	Government	Destination	Government
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7002	Destination	Government	Destination	Government
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7003	Destination	Government	Destination	Government
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7004	Destination	Government	Destination	Government
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7005	Destination	Government	Destination	Government
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7100	Destination	Government	Destination	Government
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7101	Destination	Government	Destination	Government
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7102	Destination	Government	Destination	Government
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7103	Destination	Government	Destination	Government
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7104	Destination	Government	Destination	Government
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7105	Destination	Government	Destination	Government
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7200	Destination	Government	Destination	Government
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7201	Destination	Government	Destination	Government
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7202	Destination	Government	Destination	Government
7203	Destination	Government	Destination	Government
7204	Destination	Government	Destination	Government
7205	Destination	Government	Destination	Government
7300	Destination	Government	Destination	Government
7301	Destination	Government	Destination	Government
7302	Destination	Government	Destination	Government
7303	Destination	Government	Destination	Government
7304	Destination	Government	Destination	Government
7305	Destination	Government	Destination	Government
7400	Destination	Government	Destination	Government

7401	Destination	Government	Destination	Government
7402	Destination	Government	Destination	Government
7403	Destination	Government	Destination	Government
7404	Destination	Government	Destination	Government
7405	Destination	Government	Destination	Government
9000	Destination	Government	Destination	Government
9001	Destination	Government	Destination	Government
9002	Destination	Government	Destination	Government
9003	Destination	Government	Destination	Government

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9004	Destination	Government	Destination	Government
9005	Destination	Government	Destination	Government
9100	Destination	Government	Destination	Government
9101	Destination	Government	Destination	Government
9102	Destination	Government	Destination	Government
9103	Destination	Government	Destination	Government
9104	Destination	Government	Destination	Government
9105	Destination	Government	Destination	Government
9200	Destination	Government	Destination	Government
9201	Destination	Government	Destination	Government
9202	Destination	Government	Destination	Government
9203	Destination	Government	Destination	Government
9204	Destination	Government	Destination	Government
9205	Destination	Government	Destination	Government
9300	Destination	Government	Destination	Government
9301	Destination	Government	Destination	Government
9302	Destination	Government	Destination	Government
9303	Destination	Government	Destination	Government
9304	Destination	Government	Destination	Government
9305	Destination	Government	Destination	Government
9400	Destination	Government	Destination	Government
9401	Destination	Government	Destination	Government

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9402	Destination	Government	Destination	Government
9403	Destination	Government	Destination	Government
9404	Destination	Government	Destination	Government
9405	Destination	Government	Destination	Government

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SECTION F DELIVERABLES OR PERFORMANCE

The periods of performance for the following Items are as follows:

7000	11/15/2017 - 11/14/2018
7001	11/15/2017 - 11/14/2018
7002	11/15/2017 - 11/14/2018
7003	11/15/2017 - 11/14/2018
7004	11/15/2017 - 11/14/2018
7005	11/15/2017 - 11/14/2018
9000	11/15/2017 - 11/14/2018
9001	11/15/2017 - 11/14/2018
9002	11/15/2017 - 11/14/2018
9003	11/15/2017 - 11/14/2018
9004	11/15/2017 - 11/14/2018
9005	11/15/2017 - 11/14/2018

CLIN - DELIVERIES OR PERFORMANCE

The periods of performance for the following Items are as follows:

7000	11/15/2017 - 11/14/2018
7001	11/15/2017 - 11/14/2018
7002	11/15/2017 - 11/14/2018
7003	11/15/2017 - 11/14/2018
7004	11/15/2017 - 11/14/2018
7005	11/15/2017 - 11/14/2018
9000	11/15/2017 - 11/14/2018
9001	11/15/2017 - 11/14/2018
9002	11/15/2017 - 11/14/2018
9003	11/15/2017 - 11/14/2018
9004	11/15/2017 - 11/14/2018
9005	11/15/2017 - 11/14/2018

The periods of performance for the following Option Items are as follows:

7100	11/15/2018 - 11/14/2019
7101	11/15/2018 - 11/14/2019
7102	11/15/2018 - 11/14/2019

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7103	11/15/2018 - 11/14/2019
7104	11/15/2018 - 11/14/2019
7105	11/15/2018 - 11/14/2019
7200	11/15/2019 - 11/14/2020
7201	11/15/2019 - 11/14/2020
7202	11/15/2019 - 11/14/2020
7203	11/15/2019 - 11/14/2020
7204	11/15/2019 - 11/14/2020
7205	11/15/2019 - 11/14/2020
7300	11/15/2020 - 11/14/2021
7301	11/15/2020 - 11/14/2021
7302	11/15/2020 - 11/14/2021
7303	11/15/2020 - 11/14/2021
7304	11/15/2020 - 11/14/2021
7305	11/15/2020 - 11/14/2021
7400	11/15/2021 - 11/14/2022
7401	11/15/2021 - 11/14/2022
7402	11/15/2021 - 11/14/2022
7403	11/15/2021 - 11/14/2022
7404	11/15/2021 - 11/14/2022
7405	11/15/2021 - 11/14/2022
9100	11/15/2018 - 11/14/2019
9101	11/15/2018 - 11/14/2019
9102	11/15/2018 - 11/14/2019
9103	11/15/2018 - 11/14/2019
9104	11/15/2018 - 11/14/2019
9105	11/15/2018 - 11/14/2019
9200	11/15/2019 - 11/14/2020
9201	11/15/2019 - 11/14/2020
9202	11/15/2019 - 11/14/2020
9203	11/15/2019 - 11/14/2020
9204	11/15/2019 - 11/14/2020
9205	11/15/2019 - 11/14/2020
9300	11/15/2020 - 11/14/2021
9301	11/15/2020 - 11/14/2021
9302	11/15/2020 - 11/14/2021
9303	11/15/2020 - 11/14/2021
9304	11/15/2020 - 11/14/2021
9305	11/15/2020 - 11/14/2021
9400	11/15/2021 - 11/14/2022
9401	11/15/2021 - 11/14/2022
9402	11/15/2021 - 11/14/2022
9403	11/15/2021 - 11/14/2022

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9404	11/15/2021 - 11/14/2022
9405	11/15/2021 - 11/14/2022

The above periods of performance for the option(s) to extend the term of the task order shall apply only if the Government exercises the option(s) as stated in Section B in accordance with the task order clause at FAR 52.217-9

"Option to Extend the Term of the Contract"

CLAUSES ADDED BY REFERENCE

52.242-15 Stop-Work Order AUG 1989

52.242-15 Alt I Stop-Work Order (Aug 1989) - Alternate I APR 1984

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SECTION G CONTRACT ADMINISTRATION DATA

The SPAWAR Atlantic Ombudsman is Robin Rourk, (843) 218-5115.

252.204-0002 LINE ITEM SPECIFIC: SEQUENTIAL ACRN ORDER. (SEP 2009)

The payment office shall make payment in sequential ACRN order within the line item, exhausting all funds in the previous ACRN before paying from the next ACRN using the following sequential order: Alpha/Alpha; Alpha/numeric; numeric/alpha; and numeric/numeric.
(End of clause)

252.204-7006 BILLING INSTRUCTIONS (OCT 2005)

When submitting a request for payment, the Contractor shall--

- (a) Identify the contract line item(s) on the payment request that reasonably reflect contract work performance; and
- (b) Separately identify a payment amount for each contract line item included in the payment request.

252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (MAY 2013)

(a) Definitions. As used in this clause -

Department of Defense Activity Address Code (DoDAAC) is a six position code that uniquely identifies a unit, activity, or organization.

Document type means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

Local processing office (LPO) is the office responsible for payment certification when payment certification is done external to the entitlement system.

(b) Electronic invoicing. The WAWF system is the method to electronically process vendor payment requests and receiving reports, as authorized by DFARS 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(c) WAWF access. To access WAWF, the Contractor shall -

- (1) Have a designated electronic business point of contact in the System for Award Management at <https://www.acquisition.gov>; and
- (2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this Web site.

(d) WAWF training. The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the "Web Based Training" link on the WAWF home page at <https://wawf.eb.mil/>.

(e) WAWF methods of document submission. Document submissions may be via Web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) WAWF payment instructions. The Contractor must use the following information when submitting payment requests and receiving reports in WAWF for this contract/order:

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(1) Document type. The Contractor shall use the following document type(s).

Cost Voucher (Cost-Type Orders)

(2) Inspection/acceptance location. The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.

(3) Document routing. The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

Routing Data Table*

Field Name in WAWF	Data to be entered in WAWF
Pay Official DoDAAC	HQ0338
Issue By DoDAAC	N65236
Admin DoDAAC	N65236
Inspect By DoDAAC	N65236
Ship To Code	N65236
Ship From Code	N/A
Mark For Code	N/A
Service Approver (DoDAAC)	N65236
Service Acceptor (DoDAAC)	N65236
Accept at Other DoDAAC	N/A
LPO DoDAAC	N/A
DCAA Auditor DoDAAC	TBD
Other DoDAAC(s)	N/A

(4) Payment request and supporting documentation. The Contractor shall ensure a payment request includes appropriate contract line item and subline item descriptions of the work performed or supplies delivered, unit price/cost per unit, fee (if applicable), and all relevant back-up documentation, as defined in DFARS Appendix F, (e.g. timesheets) in support of each payment request.

(5) WAWF email notifications. The Contractor shall enter the email address identified below in the "Send Additional Email Notifications" field of WAWF once a document is submitted in the system.

(g) WAWF point of contact.

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(1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's
WAWF point of contact.

(b)(6)@navy.mil.

(2) For technical WAWF help, contact the WAWF helpdesk at 866-618-5988.

5252.201-9201 DESIGNATION OF CONTRACTING OFFICER'S REPRESENTATIVE (MAR 2006)

(a) The Contracting Officer hereby appoints the following individual as Contracting Officer's Representative(s)(COR) for this contract/order:

Contracting Officer Representative

Name: (b)(6),

Code: 55360

Address: St Juliens Creek Annex Portsmouth, VA 23702

Email: (b)(6)@navy.mil

Phone Number: 757-541 (b)(6)

(b) It is emphasized that **only** therefore, in no event will any understanding agreement, modification, change order, or other matter deviating from the terms of the basic contract between the Contractor and any other person be effective or binding on the Government. When/If, in the opinion of the Contractor, an effort outside the existing scope of the contract is requested, the Contractor shall promptly notify the PCO in writing. No action shall be taken

by the Contractor unless the Procuring Contracting Officer (PCO) or the Administrative Contracting Officer (ACO)

has issued a contractual change.the Contracting Officer has the authority to modify the terms of the contract.

5252.216-9210 TYPE OF CONTRACT (DEC 1999)

This is a Cost Plus Fixed- Fee, Level of Effort task order.

5252.232-9206 SEGREGATION OF COSTS (DEC 2003)

(a) The Contractor agrees to segregate costs incurred under this task order at the lowest level of performance, either
task or subtask,rather than on a total task order basis, and to submit invoices reflecting costs incurred at that level. Invoices shall contain summaries of work charged during the period covered, as well as overall cumulative summaries by labor category for all work invoiced to date, by line item, task, or subtask.

(b) Where multiple lines of accounting are present, the ACRN preceding the accounting citation will be found in Section G, Accounting Data. Payment of Contractor invoices shall be accomplished only by charging the ACRN that corresponds to the work invoiced.

(c) Except when payment requests are submitted electronically as specified in the clause at DFARS 252.232-7003, Electron Submission of Payment Requests, one copy of each invoice or voucher will be provided, at the time of submission to DCAA:

(1) to the Contracting Officer's Representative or the Technical Representative of the Contracting Officer and

(2) to the Procuring Contracting Officer.

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8(a) TASK ORDER/TASK ORDER MODIFICATION DISTRIBUTION

In accordance with the Memorandum of Agreement (MOA) between the Department of Navy and the Small Business Administration (SBA), the successful Offeror shall provide their cognizant SBA district office with a copy of the executed Task Order and all subsequent modifications to the Task Order within five (5) workdays of receipt.

5252.232-9210 LIMITATION OF LIABILITY--INCREMENTAL FUNDING (JAN 1992)

This task/delivery order is incrementally funded and the amount currently available for payment hereunder is limited to **\$50,000.00.00** inclusive of fee. Subject to the provisions of the FAR 52.232-22 "Limitation of Funds" clause of this contract, no legal liability on the part of the Government for payment in excess of **\$50,000.00** shall arise unless additional funds are made available and are incorporated as modifications to this contract.

CLIN	Total Award Amount	Total Funds Available	Unfunded Amount
7000 Base	(b)(4)	\$0.00	(b)(4)
7001 Base		\$0.00	
7002 Base		\$50,000.00	
7003 Base		\$0.00	
7004 Base		\$0.00	
7005 Base		\$0.00	
7100 OY1		\$0.00	
7101 OY1		\$0.00	
7102 OY1		\$0.00	
7103 OY1		\$0.00	
7104 OY1		\$0.00	
7105 OY1		\$0.00	
7200 OY2		\$0.00	
7201 OY2		\$0.00	
7202 OY2		\$0.00	
7203 OY2		\$0.00	
7204 OY2		\$0.00	
7205 OY2		\$0.00	
7300 OY3		\$0.00	
7301 OY3		\$0.00	
7302 OY3		\$0.00	
7303 OY3		\$0.00	
7304 OY3		\$0.00	
7305 OY3		\$0.00	
7400 OY4		\$0.00	
7401 OY4		\$0.00	
7402 OY4		\$0.00	
7403 OY4		\$0.00	
7404 OY4		\$0.00	
7405 OY4		\$0.00	

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9000 Base			\$0.00	
9001 Base			\$0.00	
9002 Base			\$0.00	
9003 Base			\$0.00	
9004 Base			\$0.00	
9005 Base			\$0.00	

Accounting Data

SLINID	PR Number	Amount
700201	1300675955	50000.00

LLA :

AA 1711611 1224 251 SH400 0 050120 2D 000000 A00004226301

Standard Number: N00024717WX09173

ACRN:AA

COST CODE: A00004226301

DOC#:N00024717WX09173

NWA/BSA: BS-840013.01050105111

BASE Funding 50000.00

Cumulative Funding 50000.00

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SECTION H SPECIAL CONTRACT REQUIREMENTS

5252.216-9122 Level of Effort (Dec 2000)

(a) The Contractor agrees to provide the total level of effort specified in the next sentence in performance of the work described in Sections B and C of this contract. The total level of effort for the performance of this contract shall be (b)(4) total man-hours of direct labor, including subcontractor direct labor for those subcontractors specifically identified in the Contractor's proposal as having hours included in the proposed level of effort.

(b) Of the total man-hours of direct labor set forth above, it is estimated that 0

(Offeror to fill-in) man-hours are uncompensated effort.

Uncompensated effort is defined as hours provided by personnel in excess of 40 hours per week without additional compensation for such excess work. All other effort is defined as compensated effort.

If no effort is indicated in the first sentence of this paragraph, uncompensated effort performed by the

Contractor shall not be counted in fulfillment of the level of effort obligations under this contract.

(c) Effort performed in fulfilling the total level of effort obligations specified above shall only include effort performed in direct support of this contract and shall not include time and effort expended on such things as (local travel to and from an employee's usual work location), uncompensated effort while on travel status, truncated lunch periods, work (actual or inferred) at an employee's residence or other non-work locations (except as provided in paragraph (U) below), or other time and effort which does not have a specific and direct contribution to the tasks described in Sections B and C.

(d) The level of effort for this contract shall be expended at an average rate of approximately 960 hours per week. It is understood and agreed that the rate of man- hours per month may fluctuate in pursuit of the technical objective, provided such fluctuation does not result in the use of the total man-hours of effort prior to the expiration of the term hereof, except as provided in the following paragraph.

(e) If, during the term hereof, the Contractor finds it necessary to accelerate the expenditure of direct labor to such an extent that the total man-hours of effort specified above would be used prior to the expiration of the term, the Contractor shall notify the Contracting Officer in writing setting forth the acceleration required, the probable benefits which would result, and an offer to undertake the acceleration at no increase in the estimated cost or fee together with an offer, setting forth a proposed level of effort, cost breakdown, and proposed fee, for continuation of the work until expiration of the term hereof. The offer shall provide that the work proposed will be subject to the terms and conditions of this contract and any additions or changes required by then

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current law, regulations, or directives, and that the offer, with a written notice of acceptance by the Contracting Officer, shall constitute a binding contract. The Contractor shall not accelerate any effort until receipt of such written approval by the Contracting Officer. Any agreement to accelerate will be formalized by contract modification.

(f) The Contracting Officer may, by written order, direct the Contractor to accelerate the expenditure of direct labor such that the total man-hours of effort specified in paragraph (a) Above would be used prior to the expiration of the term. This order shall specify the Acceleration required and the resulting revised term. The Contractor shall acknowledge this order within five days of receipt.

(g) If the total level of effort specified in paragraph (a) above is not provided by the Contractor during the period of this contract, the Contracting Officer, at its sole discretion, shall either (i) reduce the fee of this contract as follows:

Fee Reduction = Fee (Required LOE - Expended LOE)

Required LOE

or (ii) subject to the provisions of the clause of this contract entitled "LIMITATION OF COST" (FAR

52.232-20) or "LIMITATION OF COST (FACILITIES)" (FAR 52.232-21), as applicable, require the Contractor to continue to perform the work until the total number of man-hours of direct labor specified in paragraph (a) above shall have been expended, at no increase in the fee of this contract.

(h) The Contractor shall provide and maintain an accounting system, acceptable to the Administrative

Contracting Officer and the Defense Contract Audit Agency (DCAA), which collects costs incurred and effort (compensated and uncompensated, if any) provided in fulfillment of the level of effort obligations of this contract. The Contractor shall indicate on each invoice the total level of effort claimed during the period covered by the invoice, separately identifying compensated effort and uncompensated effort, if any.

(i) Within 45 days after completion of the work under each separately identified period of performance hereunder, the Contractor shall submit the following information in writing to the Contracting Officer with copies to the cognizant Contract Administration Office and to the DCAA office to which vouchers are submitted: (1) the total number of man-hours of direct labor expended during the applicable period; (2) a breakdown of this total showing the number of man-hours expended in each direct labor classification and associated direct and indirect costs; (3) a breakdown of other costs incurred; and (4) the Contractor's estimate of the total allowable cost incurred under the contract for the period. Within 45 days after completion of the work under the contract, the Contractor shall submit, in addition, in the case of a cost underrun; (5) the amount by which the estimated cost of this contract may be reduced to recover excess funds and, in the case of an underrun in hours specified as the total level of effort; and (6) a calculation of the appropriate fee reduction in accordance with this clause. All submissions shall include subcontractor information.

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(j) (j) Unless the Contracting Officer determines that alternative worksite arrangements are detrimental to contract performance, the Contractor may perform up to 10% of the hours at an alternative worksite, provided the Contractor has a company-approved alternative worksite plan. The primary worksite is the traditional "main office" worksite. An alternative worksite means an employee's residence or a telecommuting center. A telecommuting center is a geographically convenient office setting as an alternative to an employee's main office. The Government reserves the right to review the Contractor's alternative worksite plan. In the event performance becomes unacceptable, the Contractor will be prohibited from counting the hours performed at the alternative worksite in fulfilling the total level of effort obligations of the contract. Regardless of work location, all contract terms and conditions, including security requirements and labor laws, remain in effect. The Government shall not incur any additional cost nor provide additional equipment for contract performance as a result of the Contractor's election to implement an alternative worksite plan.

(k) Notwithstanding any of the provisions in the above paragraphs, the Contractor may furnish man-hours up to five percent in excess of the total man-hours specified in paragraph (a) above, provided that the additional effort is furnished within the term hereof, and provided further that no increase in the estimated cost or fee is required.

(End of Text)

5252.222-9600 WAGE DETERMINATION APPLICABLE, SERVICE CONTRACT ACT

(JUL 1989)

Attachment 7 incorporated herein sets forth the applicable Service Contract Labor Standards Wage

Determination by the Secretary of Labor.

(End of clause)

5252.231-9200 REIMBURSEMENT OF TRAVEL COSTS (JAN 2006)

(a) Contractor Request and Government Approval of Travel

Any travel under this contract must be specifically requested in writing, by the contractor prior to incurring any travel costs. If this contract is a definite or indefinite delivery contract, then the written Government authorization will be by task/delivery orders issued by the Ordering Officer or by a modification to an issued task/delivery order. If this contract is not a definite or indefinite delivery contract, then the written Government authorization will be by written notice of approval from the Contracting Officer's Representative (COR). The request shall include as a minimum, the following:

(1) Contract number

(2) Date, time, and place of proposed travel

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(3) Purpose of travel and how it relates to the contract

(4) Contractor's estimated cost of travel

(5) Name(s) of individual(s) traveling and;

(6) A breakdown of estimated travel and per diem charges.

(b) General

(1) The costs for travel, subsistence, and lodging shall be reimbursed to the contractor only to the extent that it is necessary and authorized for performance of the work under this contract. The costs for travel, subsistence, and lodging shall be reimbursed to the contractor in accordance with the Federal Acquisition Regulation (FAR) 31.205-46, which is incorporated by reference into this contract. As specified in FAR 31.205-46(a) (2), reimbursement for the costs incurred for lodging, meals and incidental expenses (as defined in the travel regulations cited subparagraphs (b)(1)(i) through (b)(1)(iii) below) shall be considered to be reasonable and allowable only to the extent that they do not exceed on a daily basis the maximum per diem rates in effect at the time of travel as set forth in the following:

(i) Federal Travel Regulation prescribed by the General Services Administration for travel in the contiguous 48 United States; or

(ii) Joint Travel Regulation, Volume 2, DoD Civilian Personnel, Appendix A, prescribed by the Department of Defense for travel in Alaska, Hawaii, The Commonwealth of Puerto Rico, and the territories and possessions of the United States; or

(iii) Standardized Regulations, (Government Civilians, Foreign Areas), Section 925, "Maximum Travel Per Diem

Allowances in Foreign Areas" prescribed by the Department of State, for travel in areas not covered in the travel regulations cited in subparagraphs (b)(1)(i) and (b)(1)(ii) above.

(2) Personnel in travel status from and to the contractor's place of business and designated work site or vice versa, shall be considered to be performing work under the contract, and contractor shall bill such travel time at the straight (regular) time rate; however, such billing shall not exceed eight hours per person for any one person while in travel status during one calendar day.

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(c) Per Diem

(1) The contractor shall not be paid per diem for contractor personnel who reside in the metropolitan area in which the tasks are being performed. Per diem shall not be paid on services performed at contractor's home facility and at any facility required by the contract, or at any location within a radius of 50 miles from the contractor's home facility and any facility required by this contract.

(2) Costs for subsistence and lodging shall be paid to the contractor only to the extent that overnight stay is necessary and authorized in writing by the Government for performance of the work under this contract per paragraph

(a). When authorized, per diem shall be paid by the contractor to its employees at a rate not to exceed the rate specified in the travel regulations cited in FAR 31.205-46(a)(2) and authorized in writing by the Government. The authorized per diem rate shall be the same as the prevailing locality per diem rate.

(3) Reimbursement to the contractor for per diem shall be limited to payments to employees not to exceed the authorized per diem and as authorized in writing by the Government per paragraph

(a). Fractional parts of a day shall be payable on a prorated basis for purposes of billing for per diem charges attributed to subsistence on days of travel.

The departure day from the Permanent Duty Station (PDS) and return day to the PDS shall be 75% of the applicable per diem rate. The contractor shall retain supporting documentation for per diem paid to employees as evidence of actual payments, as required by the FAR 52.216-7 "Allowable Cost and Payment" clause of the contract.

(d) Transportation

(1) The contractor shall be paid on the basis of actual amounts paid to the extent that such transportation is necessary for the performance of work under the contract and is authorized in writing by the Government per paragraph (a).

(2) The contractor agrees, in the performance of necessary travel, to use the lowest cost mode commensurate with the requirements of the mission and in accordance with good traffic management principles. When it is necessary to use air or rail travel, the contractor agrees to use coach, tourist class or similar accommodations to the extent consistent with the successful and economical accomplishment of the mission for which the travel is being performed.

Documentation must be provided to substantiate non-availability of coach or tourist if business or first class is proposed to accomplish travel requirements.

(3) When transportation by privately owned conveyance (POC) is authorized, the contractor shall be paid on a mileage basis not to exceed the applicable Government transportation rate specified in the travel regulations cited in FAR 31.205-46(a)(2) and is authorized in writing by the

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Government per paragraph (a).

(4) When transportation by privately owned (motor) vehicle (POV) is authorized, required travel of contractor personnel, that is not commuting travel, may be paid to the extent that it exceeds the normal commuting mileage of such employee. When an employee's POV is used for travel between an employee's residence or the Permanent Duty Station and one or more alternate work sites within the local area, the employee shall be paid mileage for the distance that exceeds the employee's commuting distance.

(5) When transportation by a rental automobile, other special conveyance or public conveyance is authorized, the contractor shall be paid the rental and/or hiring charge and operating expenses incurred on official business (if not included in the rental or hiring charge). When the operating expenses are included in the rental or hiring charge, there should be a record of those expenses available to submit with the receipt. Examples of such operating expenses include: hiring charge (bus, streetcar or subway fares), gasoline and oil, parking, and tunnel tolls.

(6) Definitions:

(i) "Permanent Duty Station" (PDS) is the location of the employee's permanent work assignment (i.e., the building or other place where the employee regularly reports for work.

(ii) "Privately Owned Conveyance" (POC) is any transportation mode used for the movement of persons from place to place, other than a Government conveyance or common carrier, including a conveyance loaned for a charge to, or rented at personal expense by, an employee for transportation while on travel when such rental conveyance has not been authorized/approved as a Special Conveyance.

(iii) "Privately Owned (Motor) Vehicle (POV)" is any motor vehicle (including an automobile, light truck, van or pickup truck) owned by, or on a long-term lease (12 or more months) to, an employee or that employee's dependent for the primary purpose of providing personal transportation, that:

(a) is self-propelled and licensed to travel on the public highways;

(b) is designed to carry passengers or goods; and

(c) has four or more wheels or is a motorcycle or moped.

(1) "Special Conveyance" is commercially rented or hired vehicles other than a POC and other than those owned or under contract to an agency.

(2) "Public Conveyance" is local public transportation (e.g., bus, streetcar, subway, etc) or taxicab.

(iv) "Residence" is the fixed or permanent domicile of a person that can be reasonably justified as a bona fide residence.

EXAMPLE 1: Employee's one way commuting distance to regular place of work is 7 miles. Employee drives from residence to an alternate work site, a distance of 18 miles. Upon completion of work, employee returns to residence, a distance of 18 miles.

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In this case, the employee is entitled to be reimbursed for the distance that exceeds the normal round trip commuting distance (14 miles). The employee is reimbursed for 22 miles ($18 + 18 - 14 = 22$).

EXAMPLE 2: Employee's one way commuting distance to regular place of work is 15 miles. Employee drives from residence to an alternate work site, a distance of 5 miles. Upon completion of work, employee returns to residence, a distance of 5 miles.

In this case, the employee is not entitled to be reimbursed for the travel performed (10 miles), since the distance traveled is less than the commuting distance (30 miles) to the regular place of work.

EXAMPLE 3: Employee's one way commuting distance to regular place of work is 15 miles. Employee drives to regular place of work. Employee is required to travel to an alternate work site, a distance of 30 miles. Upon completion of work, employee returns to residence, a distance of 15 miles.

In this case, the employee is entitled to be reimbursed for the distance that exceeds the normal round trip commuting distance (30 miles). The employee is reimbursed for 30 miles ($15 + 30 + 15 - 30 = 30$).

EXAMPLE 4: Employee's one way commuting distance to regular place of work is 12 miles. In the morning the employee drives to an alternate work site (45 miles). In the afternoon the employee returns to the regular place of work (67 miles). After completion of work, employee returns to residence, a distance of 12 miles.

In this case, the employee is entitled to be reimbursed for the distance that exceeds the normal round trip commuting distance (24 miles). The employee is reimbursed for 100 miles ($45 + 67 + 12 - 24 = 100$).

EXAMPLE 5: Employee's one way commuting distance to regular place of work is 35 miles. Employee drives to the regular place of work (35 miles). Later, the employee drives to alternate work site #1 (50 miles) and then to alternate work site #2 (25 miles). Employee then drives to residence (10 miles).

In this case, the employee is entitled to be reimbursed for the distance that exceeds the normal commuting distance (70 miles). The employee is reimbursed for 50 miles ($35 + 50 + 25 + 10 - 70 = 50$).

EXAMPLE 6: Employee's one way commuting distance to regular place of work is 20 miles. Employee drives to the regular place of work (20 miles). Later, the employee drives to alternate work site #1 (10 miles) and then to alternate work site #2 (5 miles). Employee then drives to residence (2 miles).

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In this case, the employee is not entitled to be reimbursed for the travel performed (37 miles), since the distance traveled is less than the commuting distance (40 miles) to the regular place of work.

5252.237-9602 CONTRACTOR IDENTIFICATION (MAY 2004)

(a) Contractor employees must be clearly identifiable while on Government property by wearing appropriate badges.

(b) Contractor personnel and their subcontractors must identify themselves as contractors or subcontractors during meetings, telephone conversations, in electronic messages, or correspondence related to this contract.

(c) Contractor-occupied facilities (on Department of the Navy or other Government installations) such as offices, separate rooms, or cubicles must be clearly identified with Contractor supplied signs, name plates or other identification, showing that these are work areas for Contractor or subcontractor personnel.

5252.204-9200 SECURITY REQUIREMENTS (DEC 1999)

The work to be performed under this contract as delineated in the DD Form 254, involves access to and handling of classified material up to and including SECRET.

In addition to the requirements of the FAR 52.204-2 "Security Requirements" clause, the Contractor shall appoint a Security Officer, who shall (1) be responsible for all security aspects of the work performed under this contract, (2) assure compliance with the National Industry Security Program Operating Manual (DODINST 5220.22M), and (3) assure compliance with any written instructions from the Security Officer, CODE 87100, One Innovation Drive North Charleston, SC 29410.

5252.204-9202 Contractor Picture Badge

(a) A contractor picture badge may be issued to contractor personnel by the SPAWARSYSCEN

Atlantic upon receipt of a valid visit request from the Contractor and a picture badge request from the

COR. A list of personnel requiring picture badges must be provided to the COR to verify that the contract or delivery/task order authorizes performance at SPAWARSYSCEN Atlantic prior to completion of the picture badge request.

(b) The contractor assumes full responsibility for the proper use of the identification badge and

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shall be responsible for the return of the badge upon termination of personnel or expiration or completion of the contract.

(c) At the completion of the contract, the contractor shall forward to SPAWARSCEN Atlantic a list of all unreturned badges with a written explanation of any missing badges.

5252.227-9207 LIMITED RELEASE OF CONTRACTOR CONFIDENTIAL BUSINESS INFORMATION (CBI) (APR 2010)

(a) Definition.

"Confidential Business Information," (Information) as used in this clause, is defined as all forms and types of financial, business, economic or other types of information other than technical data or computer software/computer software documentation, whether tangible or intangible, and whether

or how stored, compiled, or memorialized physically, electronically, graphically, photographically,

or in writing if -- (1) the owner thereof has taken reasonable measures to keep such Information secret, and (2) the Information derives independent economic value, actual or potential from not being generally known to, and not being readily ascertainable through proper means by, the public.

Information does not include technical data, as that term is defined in DFARS 252.227-7013(a)(14),

252.227-7015(a)(4), and 252.227-7018(a)(19). Similarly, Information does not include computer software/computer software documentation, as those terms are defined in DFARS 252.227-7014(a)(4)

and 252.227-7018(a)(4).

(b) The Space and Naval Warfare Systems Command (SPAWAR) may release to individuals employed by SPAWAR support contractors and their subcontractors Information submitted by the contractor or its subcontractors pursuant to the provisions of this contract. Information that would ordinarily be entitled to confidential treatment may be included in the Information released to these

individuals. Accordingly, by submission of a proposal or execution of this contract, the offeror or contractor and its subcontractors consent to a limited release of its Information, but only for purposes as described in paragraph (c) of this clause.

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(c) Circumstances where SPAWAR may release the contractor's or subcontractors' Information include the following:

(1) To other SPAWAR contractors and subcontractors, and their employees tasked with assisting SPAWAR in handling and processing Information and documents in the administration of SPAWAR

contracts, such as file room management and contract closeout; and,

(2) To SPAWAR contractors and subcontractors, and their employees tasked with assisting SPAWAR in accounting support services, including access to cost-reimbursement vouchers.

(d) SPAWAR recognizes its obligation to protect the contractor and its subcontractors from competitive harm that could result from the release of such Information. SPAWAR will permit the

limited release of Information under paragraphs (c)(1) and (c)(2) only under the following conditions:

(1) SPAWAR determines that access is required by other SPAWAR contractors and their subcontractors to perform the tasks described in paragraphs (c)(1) and (c)(2);

(2) Access to Information is restricted to individuals with a bona fide need to possess;

(3) Contractors and their subcontractors having access to Information have agreed under their contract or a separate corporate non-disclosure agreement to provide the same level of protection to the Information that would be provided by SPAWAR employees. Such contract terms or separate

corporate non-disclosure agreement shall require the contractors and subcontractors to train their employees on how to properly handle the Information to which they will have access, and to have

their employees sign company non disclosure agreements certifying that they understand the sensitive nature of the Information and that unauthorized use of the Information could expose their

company to significant liability. Copies of such employee non disclosure agreements shall be provided to the Government;

(4) SPAWAR contractors and their subcontractors performing the tasks described in paragraphs (c)(1)

or (c)(2) have agreed under their contract or a separate non-disclosure agreement to not use the Information for any purpose other than performing the tasks described in paragraphs (c)(1) and

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(c)(2); and,

(5) Before releasing the Information to a non-Government person to perform the tasks described in

paragraphs (c)(1) and (c)(2), SPAWAR shall provide the contractor a list of the company names to which access is being granted, along with a Point of Contact for those entities.

(e) SPAWAR's responsibilities under the Freedom of Information Act are not affected by this clause.

(f) The contractor agrees to include, and require inclusion of, this clause in all subcontracts at any tier that requires the furnishing of Information.

5252.242-9202 TECHNICAL DIRECTION (COST TYPE CONTRACTS) (APR 1992)

(a) Technical Direction may be provided to the Contractor from time to time by the Contracting Officer or Contracting Officer's Representative, if authorized, during the term (term is defined as the period of performance for the basic contract and any options that may be exercised) of this contract. Technical Direction will provide specific information relating to the tasks contained in the Statement of Work and will be provided to the contractor in writing. Any Technical Direction issued hereunder will be subject to the terms and conditions of the contract. The contract shall take precedence if there is any conflict with any Technical Direction issued hereunder, and cannot be modified by any Technical Direction.

(b) As stated, Technical Direction shall be issued in writing and shall include, but not be limited to, the following information:

- (1) date of issuance of Technical Direction;
- (2) applicable contract number;
- (3) technical direction identification number;
- (4) description of Technical Direction;
- (5) estimated cost;
- (6) estimated level of effort by labor category; and
- (7) signature of the PCO/COR.

(c) If the contractor does not agree with the estimated cost specified on the technical direction, or considers the technical direction to be outside the scope of the contract, he shall notify the PCO or COR immediately and, in the case of the estimated cost, arrive at a general agreement to the cost of the task. In the case of the direction requiring work that is out of the scope of the contract, the contractor shall not proceed with the effort unless and until the PCO executes a contract modification to include the change in scope.

5252.242-9518 CONTRACTOR PERFORMANCE ASSESSMENT REPORTING SYSTEM (CPARS)(NAVAIR)(FEB 2009)

(a) The Contractor Performance Assessment Reporting System (CPARS) has been established to collect past performance information on defense contractors as required by FAR 42.1502 (Class

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Deviation 2013-O0018). The frequency and type of CPARS reports (initial, intermediate, final, out-of-cycle, and addendum) shall be as required in the CPARS Policy Guide that is available at HYPERLINK "<https://www.cpars.gov/cparsfiles/pdfs/CPARS-Guidance.pdf>"

\hpdf<https://www.cpars.gov/cparsfiles/pdfs/CPARSGuidance.HYPERLINK> "<https://www.cpars.gov/cparsfiles/pdfs/CPARS-Guidance.pdf>" \hf<https://www.cpars.gov/cparsfiles>

For orders placed against contracts and agreements the contractor's performance shall be assessed on an order- by-order basis.

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SECTION I CONTRACT CLAUSES

CLAUSES ADDED BY REFERENCE:

252.246-7006 WARRANTY TRACKING OF SERIALIZED ITEMS (JUN 2011)

252.219-7011 Notification to Delay Performance

252.239-7001 Information Assurance Contractor Training and Certification (JAN 2008)

52.204-2 SECURITY REQUIREMENTS (AUG 1996)

52.217-9 -- OPTION TO EXTEND THE TERM OF THE CONTRACT. (MAR 2008)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days prior to completion of the base period; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed five years.

52.233-2 SERVICE OF PROTEST (SEP 2006)

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the Government Accountability Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from Space and Naval Warfare Systems Center Atlantic, Code 22110, P. O. Box 190022, North Charleston, SC 29419-9022.

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

252.211-7003 ITEM UNIQUE IDENTIFICATION AND VALUATION (MAR 2016)

(a) *Definitions.* As used in this clause—

“Automatic identification device” means a device, such as a reader or interrogator, used to retrieve data encoded on machine-readable media.

“Concatenated unique item identifier” means—

(1) For items that are serialized within the enterprise identifier, the linking together of the unique identifier data elements in order of the issuing agency code, enterprise identifier, and unique serial number within the enterprise identifier; or

(2) For items that are serialized within the original part, lot, or batch number, the linking together of the unique identifier data elements in order of the issuing agency code; enterprise identifier; original part, lot, or batch

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number;
and serial number within the original part, lot, or batch number.

“Data matrix” means a two-dimensional matrix symbology, which is made up of square or, in some cases, round modules arranged within a perimeter finder pattern and uses the Error Checking and Correction 200 (ECC200) specification found within International Standards Organization (ISO)/International Electrotechnical Commission (IEC) 16022.

“Data qualifier” means a specified character (or string of characters) that immediately precedes a data field that defines the general category or intended use of the data that follows.

“DoD recognized unique identification equivalent” means a unique identification method that is in commercial use and has been recognized by DoD. All DoD recognized unique identification equivalents are listed at http://www.acq.osd.mil/dpap/pdi/uid/iuid_equivalents.html

“DoD item unique identification” means a system of marking items delivered to DoD with unique item identifiers that have machine-readable data elements to distinguish an item from all other like and unlike items. For items that are serialized within the enterprise identifier, the unique item identifier shall include the data elements of the enterprise identifier and a unique serial number. For items that are serialized within the part, lot, or batch number within the enterprise identifier, the unique item identifier shall include the data elements of the enterprise identifier;

“Enter rise” means the entity (e.g., a manufacturer or vendor) responsible for assigning unique item identifiers to items.

“Enterprise identifier” means a code that is uniquely assigned to an enterprise by an issuing agency.

“Government’s unit acquisition cost” means—

- (1) For fixed-price type line, subline, or exhibit line items, the unit price identified in the contract at the time of delivery;
- (2) For cost-type or undefinitized line, subline, or exhibit line items, the Contractor’s estimated fully burdened unit cost to the Government at the time of delivery; and
- (3) For items produced under a time-and-materials contract, the Contractor’s estimated fully burdened unit cost to the Government at the time of delivery.

“Issuing agency” means an organization responsible for assigning a globally unique identifier to an enterprise, as indicated in the Register of Issuing Agency Codes for ISO/IEC 15459, located at http://www.aimglobal.org/?Reg_Authority15459.

“Issuing agency code” means a code that designates the registration (or controlling) authority for the enterprise identifier.

“Item” means a single hardware article or a single unit formed by a grouping of subassemblies, components, or constituent parts.

“Lot or batch number” means an identifying number assigned by the enterprise to a designated group of items, usually referred to as either a lot or a batch, all of which were manufactured under identical conditions.

“Machine-readable” means an automatic identification technology media, such as bar codes, contact memory buttons, radio frequency identification, or optical memory cards.

“Original part number” means a combination of numbers or letters assigned by the enterprise at item creation to a class of items with the same form, fit, function, and interface.

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“Parent item” means the item assembly, intermediate component, or subassembly that has an embedded item with a unique item identifier or DoD recognized unique identification equivalent.

“Serial number within the enterprise identifier” means a combination of numbers, letters, or symbols assigned by the enterprise to an item that provides for the differentiation of that item from any other like and unlike item and is never used again within the enterprise.

“Serial number within the part, lot, or batch number” means a combination of numbers or letters assigned by the enterprise to an item that provides for the differentiation of that item from any other like item within a part, lot, or batch number assignment.

“Serialization within the enterprise identifier” means each item produced is assigned a serial number that is unique among all the tangible items produced by the enterprise and is never used again. The enterprise is responsible for ensuring unique serialization within the enterprise identifier

“Serialization within the part, lot, or batch number” means each item of a particular part, lot, or batch number is assigned a unique serial number within that part, lot, or batch number assignment. The enterprise is responsible for ensuring unique serialization within the part, lot, or batch number within the enterprise identifier.

“Type designation” means a combination of letters and numerals assigned by the Government to a major end item, assembly or subassembly, as appropriate, to provide a convenient means of differentiating between items having the same basic name and to indicate modifications and changes thereto.

“Unique item identifier” means a set of data elements marked on items that is globally unique and unambiguous. The term includes a concatenated unique item identifier or a DoD recognized unique identification equivalent.

“Unique item identifier type” means a designator to indicate which method of uniquely identifying a part has been used. The current list of accepted unique item identifier types is maintained at uid/uii_types.html
<http://www.acq.osd.mil/dpap/pdi>.

(1) The Contractor shall deliver all items under a contract line, subline, or exhibit line item.

(2) *Unique item identifier.*

(1) The Contractor shall provide a unique item identifier for the following:

(i) Delivered items for which the Government’s unit acquisition cost is \$5,000 or more, except for the following line items:

Contract Line, Subline, or

Exhibit Line Item Number Item Description

(ii) Items for which the Government’s unit acquisition cost is less than \$5,000 that are identified in the Schedule or the following table:

Contract Line, Subline, or

Exhibit Line Item Number Item Description

(If items are identified in the Schedule, insert “See Schedule” in this table.)

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(3) Subassemblies, components, and parts embedded within delivered items, items with warranty requirements, DoD

serially managed reparable and DoD serially managed nonreparables as specified in Attachment Number

(4) Any item of special tooling or special test equipment as defined in FAR 2.101 that have been designated for preservation and storage for a Major Defense Acquisition Program as specified in Attachment Number .

(5) Any item not included in (i), (ii), (iii), or (iv) for which the contractor creates and marks a unique item identifier for traceability.

(2) The unique item identifier assignment and its component data element combination shall not be duplicated on any other item marked or registered in the DoD Item Unique Identification Registry by the contractor.

(3) The unique item identifier component data elements shall be marked on an item using two dimensional data matrix symbology that complies with ISO/IEC International Standard 16022, Information technology – International symbology specification – Data matrix; ECC200 data matrix specification.

(4) *Data syntax and semantics of unique item identifiers.* The Contractor shall ensure that—

(i) The data elements (except issuing agency code) of the unique item identifier are encoded within the data matrix symbol that is marked on the item using one of the following three types of data qualifiers, as determined by the Contractor:

(A) Application Identifiers (AIs) (Format Indicator 05 of ISO/IEC International Standard 15434), in accordance with ISO/IEC International Standard 15418, Information Technology – EAN/UCC Application Identifiers and Fact Data Identifiers and Maintenance and ANSI MH 10.8.2 Data Identifier and Application Identifier Standard.

(B) Data Identifiers (DIs) (Format Indicator 06 of ISO/IEC International Standard 15434), in accordance with ISO/IEC International Standard 15418, Information Technology – EAN/UCC Application Identifiers and Fact Data Identifiers and Maintenance and ANSI MH 10.8.2 Data Identifier and Application Identifier Standard.

(C) Text Element Identifiers (TEIs) (Format Indicator 12 of ISO/IEC International Standard 15434), in accordance with the Air Transport Association Common Support Data Dictionary; and

(ii) The encoded data elements of the unique item identifier conform to the transfer structure, syntax, and coding of messages and data formats specified for Format Indicators 05, 06, and 12 in ISO/IEC International Standard 15434, Information Technology – Transfer Syntax for High Capacity Automatic Data Capture Media.

(5) Unique item identifier.

(i) The Contractor shall—

(A) Determine whether to —

(1) Serialize within the enterprise identifier;

(2) Serialize within the part, lot, or batch number; or

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(3) Use a DoD recognized unique identification equivalent (e.g. Vehicle Identification Number); and

(B) Place the data elements of the unique item identifier (enterprise identifier; serial number; DoD recognized unique identification equivalent; and for serialization within the part, lot, or batch number only: original part, lot, or batch number) on items requiring marking by paragraph (c)(1) of this clause, based on the criteria provided in MIL-STD-130, Identification Marking of U.S. Military Property, latest version;

(C) Label shipments, storage containers and packages that contain uniquely identified items in accordance with the requirements of MIL-STD-129, Military Marking for Shipment and Storage, latest version; and

(D) Verify that the marks on items and labels on shipments, storage containers, and packages are machine readable and conform to the applicable standards. The contractor shall use an automatic identification technology device for this verification that has been programmed to the requirements of Appendix A, MIL-STD-130, latest version.

(ii) The issuing agency code—

(A) Shall not be placed on the item; and

(B) Shall be derived from the data qualifier for the enterprise identifier.

(d) For each item that requires item unique identification under paragraph (c)(1)(i), (ii), or

(iv) of this clause or when item unique identification is provided under paragraph (c)(1)(v), in addition to the information provided as part of the Material Inspection and Receiving Report specified elsewhere in this contract, the Contractor shall report at the time of delivery, as part of the Material Inspection and Receiving Report, the following information:

(1) Unique item identifier.

(2) Unique item identifier type.

(3) Issuing agency code (if concatenated unique item identifier is used).

(4) Enterprise identifier (if concatenated unique item identifier is used).

(5) Original part number (if there is serialization within the original part number).

(6) Lot or batch number (if there is serialization within the lot or batch number).

(7) Current part number (optional and only if not the same as the original part number).

(8) Current part number effective date (optional and only if current part number is used).

(9) Serial number (if concatenated unique item identifier is used).

(10) Government's unit acquisition cost.

(11) Unit of measure.

(12) Type designation of the item as specified in the contract schedule, if any.

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(13) Whether the item is an item of Special Tooling or Special Test Equipment.

(14) Whether the item is covered by a warranty.

(e) For embedded subassemblies, components, and parts that require DoD item unique identification under paragraph (c)(1)(iii) of this clause or when item unique identification is provided under paragraph (c)(1)(v), the Contractor shall report as part of the Material Inspection and Receiving Report specified elsewhere in this contract, the following information:

(1) Unique item identifier of the parent item under paragraph (c)(1) of this clause that contains the embedded subassembly, component, or part.

(2) Unique item identifier of the embedded subassembly, component, or part.

(3) Unique item identifier type.**

(4) Issuing agency code (if concatenated unique item identifier is used).**

(5) Enterprise identifier (if concatenated unique item identifier is used).**

(6) Original part number (if there is serialization within the original part number).**

(7) Lot or batch number (if there is serialization within the lot or batch number).**

(8) Current part number (optional and only if not the same as the original part number).**

(9) Current part number effective date (optional and only if current part number is used).**

(10) Serial number (if concatenated unique item identifier is used).**

(11) Description.

** Once per item.

(f) The Contractor shall submit the information required by paragraphs (d) and (e) of this clause as follows:

(1) End items shall be reported using the receiving report capability in Wide Area WorkFlow (WAWF) in accordance with the clause at 252.232-7003. If WAWF is not required by this contract, and the contractor is not using WAWF, follow the procedures at <http://dodprocurementtoolbox.com/site/uidregistry/> ; or

(2) Embedded items shall be reported by one of the following methods—

(i) Use of the embedded items capability in WAWF;

(ii) Direct data submission to the IUID Registry following the procedures and formats at <http://dodprocurementtoolbox.com/site/uidregistry/> ; or

(iii) Via WAWF as a deliverable attachment for exhibit line item number *(fill in)* for Embedded Items, Contract Data Requirements List, DD Form 1423, ___, Unique Item Identifier Report

(g) *Subcontracts* If the Contractor acquires by subcontract, any item(s) for which item unique identification is required in accordance with paragraph (c)(1) of this clause, the Contractor shall include this clause, including this

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paragraph (g), in the applicable subcontract(s), including subcontracts for commercial items.

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52.222-42 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (MAY 2014)

In compliance with the Service Contract Labor Standards statute and the regulations of the Secretary of Labor (29 CFR part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

Employee Class	Monetary Wage – Fringe Benefits
Engineering Technician IV (SCA 30084)	GS-7

This Statement is for Information Only:
It is not a Wage Determination.

252.219-7009 SECTION 8(a) DIRECT AWARD (SEP 2007)

(a) This contract is issued as a direct award between the contracting office and the 8(a) Contractor pursuant to the Partnership Agreement between the Small Business Administration (SBA) and the Department of Defense. Accordingly, the SBA, even if not identified in Section A of this contract, is the prime contractor and retains responsibility for 8(a) certification, for 8(a) eligibility determinations and related issues, and for providing counseling and assistance to the 8(a) Contractor under the 8(a) Program. The cognizant SBA district office is:

MICHAEL V. CORP, BUSINESS OPPORTUNITY SPECIALIST
SC DISTRICT OFFICE
1835 ASSEMBLY STREET, SUITE 1425
COLUMBIA, SC 29201
www.sba.gov/sc

(b) The contracting office is responsible for administering the contract and for taking any action on behalf of the Government under the terms and conditions of the contract; provided that the contracting office shall give advance notice to the SBA before it issues a final notice terminating performance, either in whole or in part, under the contract. The contracting office also shall coordinate with the SBA prior to processing any novation agreement. The contracting office may assign contract administration functions to a contract administration office.

(c) The 8(a) Contractor agrees that?

(1) It will notify the Contracting Officer, simultaneous with its notification to the SBA (as required by SBA's 8(a) regulations at 13 CFR 124.308), when the owner or owners upon whom 8(a) eligibility is based plan to relinquish ownership or control of the concern. Consistent with Section 407 of Pub. L. 100-656, transfer of ownership or control shall result in termination of the contract for convenience, unless the SBA waives the requirement for termination prior to the actual relinquishing of ownership and control; and

(2) It will not subcontract the performance of any of the requirements of this contract without the prior written approval of the SBA and the Contracting Officer.

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252.219-7010 Notification of Competition Limited to Eligible 8(a) Concerns—Partnership Agreement (MAR 2016)

(a) Offers are solicited only from small business concerns expressly certified by the Small Business Administration

(SBA) for participation in the SBA's 8(a) Program and which meet the following criteria at the time of submission of offer:

(1) The Offeror is in conformance with the 8(a) support limitation set forth in its approved business plan.

(2) The Offeror is in conformance with the Business Activity Targets set forth in its approved business plan or any remedial action directed by the SBA.

(3) If the competition is to be limited to 8(a) concerns within one or more specific SBA regions or districts, then the offeror's approved business plan is on the file and serviced by South Carolina District Office 1835 Assembly Street Suite 1425 Columbia, SC 29201.

(b) By submission of its offer, the Offeror represents that it meets all of the criteria set forth in paragraph (a) of this clause.

(c) Any award resulting from this solicitation will be made directly by the Contracting Officer to the successful 8(a) offeror selected through the evaluation criteria set forth in this solicitation.

(d)(1) *Agreement.* A small business concern submitting an offer in its own name shall furnish, in performing the contract, only end items manufactured or produced by small business concerns in the United States or its outlying areas, unless—

(i) The SBA has determined that there are no small business manufacturers or processors in the Federal market place in accordance with FAR 19.502-2(c);

(ii) The acquisition is processed under simplified acquisition procedures and the total amount of this contract does not exceed \$25,000, in which case a small business concern may furnish the product of any domestic firm; or

(iii) The acquisition is a construction or service contract.

(2) LYNXNET will notify the SPAWARSYSCEN Atlantic Contracting Officer in writing immediately upon entering an agreement (either oral or written) to transfer all or part of its stock or other ownership interest to any other party.

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SECTION J LIST OF ATTACHMENTS

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